

## Art Matters Relocation Group meeting Friday 21<sup>st</sup> December 2018 Art Matters

Present;

David - Art Matters Creative Lead  
Olive - Richmond Fellowship East Surrey Locality Manager  
Mark - Art Matters Studio Manager  
Gemma - Service User Involvement Forum  
Tony - Service User Involvement Forum  
Jonathan - Reigate & Banstead County and Surrey County Councillor

Apologies; Mike - Richmond Fellowship Assistant Director

It was noted that Raj has stepped down from the relocation meetings. The group expressed their thanks to him for his commitment & work over the previous months

### Introduction

This is the 10<sup>th</sup> meeting of Art Matters Relocation Group. The core group will meet once a month and invite participation and attendance from key individuals and organisations when the need arises.

### Aims

The group will work with stakeholders to explore a more permanent base for the Art Matters studio and ensure a safe relocation.

Three areas are currently being explored and discussed:

- 1: Communication with the landlord.
- 2: Continue to look for a suitable building with the same urgency.
- 3: Service Commissioners exploring options with Surrey County Council Property Services.

### Communication & Planning

Olive reported Richmond Fellowship has received the new lease. It starts from January 1<sup>st</sup> 2019 and is for one year with a three month break clause. There has been a modest increase in the rent which has been agreed and signed off by the CEO. It was asked where the lease takes us in relation to the East Surrey SCC contract and Olive explained towards the end of the three years. (The contract can also be extended by two additional years & indications suggest this will be in place - we'll know more by this October)

The group expressed their relief in the one year lease.  
SCC Properties & Commissioner Support

Jonathan asked who had visited from RBBC? Mark fed back Reigate and Banstead County Council Health and Wellbeing officer Helen Dredge has visited and emailed her experience to RBBC staff. Councillor Rod Ashford has spoken to Mark but as yet not visited.

**Mark to contact Councillor Ashford.**

Gemma said she has contacted Carol Rowley asking why the GP practice had vacated the South Park Surgery so quickly?

Buildings visited/enquires made.

Olive said she had spoken to Mike who'd had a conversation with RF Director of Finance Raj. Mike and Raj feel the rent (+ refurb costs) mean the South Park Surgery is not a viable option and feel a maximum rent should be no more than £30k. David asked if the option of sharing was still open? It was felt this is a possibility but the layout of the building over two floors mean space would be compromised.

Mark asked if these discussions (above) had taken place in the SMT? Olive wasn't sure but would find out.

Contingency/Move Plan.

Mark has been in discussions with East Surrey College who have a new arts lead. The college have provided workshop space rental costs/times - it is noted that most of this availability is in the evening or weekends. It will form part of the overall contingency in the event the studio loses a base to work from.

Natasha and Lucy have compiled a list of community buildings and contacts if the need arises.

**Contact IT to update potential relocation. Mark - when needed.**

Website - the [www.artmatters-richmondfellowship.org.uk](http://www.artmatters-richmondfellowship.org.uk) website now carries information from these meetings and will be updated accordingly during relocation/contingency.

**Keep commissioners informed - Olive.**

**Contact RF Communications to update organisation websites as required. Mark**

Talking to Surrey wide newspapers.

In light of the new lease extraction contacting the papers/media would be put on hold.

### Looking ahead.

It was felt that the lease extension gives a little breathing space and an opportunity to consider the longer term vision of Art Matters as discussed by the Service User Involvement Forum and CEO Derrek Caren. Jonathan recommended that before writing a new Business Plan a starting point would be setting out a shorter document - a pitch - on why, who, what, when and where is relevant and give some traction. All agreed this sounded a good idea. Tony asked if next terms **TRIP setting meeting (Feb/March)** would be a good place to set out and discuss how this could happen and again all felt this a good idea. The group will meet again before this in early February. It was felt Mike will stand back from these current meetings but will continue to receive minutes and would be invited back in when the need arises. Gemma asked if an element to the vision would be a 'Social Enterprise'? and it was felt it would.

### AOB;

RF Finance Director Raj is due a visit to Art Matters - **Olive will contract him.**

Our Landlord understands the significance of community services and Olive will talk to him about Art Matters developing a new vision.

Next Meeting. Friday, February 8<sup>th</sup> 11;00.

Mark thanked everyone for their support this year.