



## **CABINET AS TRUSTEES OF BLACKWOOD MINERS INSTITUTE**

### **MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON WEDNESDAY 19TH JULY 2017 AT 3.30 P.M.**

---

---

#### **PRESENT**

Councillor D.V. Poole – Chair

#### **Councillors:**

C.J. Cuss (Social Care and Well Being), N. George (Neighbourhood Services), C.J. Gordon (Corporate Services), P.A. Marsden (Education and Achievement), L. Phipps (Homes and Places) and Mrs E. Stenner (Environment and Public Protection).

#### **Together with:**

C. Burns (Interim Chief Executive), C. Harry (Corporate Director – Communities) and N. Scammell (Acting Director of Corporate Services and S151 Officer).

#### **Also in Attendance:**

P. Hudson (Marketing and Events Manager), M. Newth (Deputy Theatre Manager – Blackwood Miners Institute) and C. Evans (Committee Services Officer)

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mrs B.A. Jones (Finance, Performance and Governance), S. Morgan (Economy, Infrastructure and Sustainability) and D. Street (Corporate Director – Social Services).

#### **2. DECLARATIONS OF INTEREST**

There were no declarations received at the beginning or during the course of the meeting.

#### **3. CABINET AS TRUSTEES OF BLACKWOOD MINERS INSTITUTE – 18TH JANUARY 2017.**

RESOLVED that, Subject to it being noted that the figure in paragraph 5 of Minute 4 should read £329,844 in 2014/2015, the minutes of the meeting held on 18th January 2017 (minute nos. 1 - 4) be approved and signed as a correct record.

#### **4. BLACKWOOD MINERS INSTITUTE PROGRESS REPORT AND UPDATE ON 2017/2018 BUDGET**

The report provided Cabinet as Trustees of Blackwood Miners' Institute with a progress report on the operational activities and budget provision for the financial year ahead 2017/2018.

Blackwood Miners' Institute was conveyed as a charitable trust to Islwyn Borough Council, (and subsequently to Caerphilly County Borough Council), and was registered as a charity on 13th November 1990. The local authority, acting as sole corporate trustee has a legal duty to operate the charity in accordance with the governing document, and has a legal obligation to account for the charity's finances in accordance with the Charity Act 2011.

The report provided an update to Cabinet as Trustees of Blackwood Miners' Institute on the budget provision for the financial year 2017/2018 and an update on operational activities currently under way and planned for the current financial period.

Cabinet noted that Caerphilly County Borough Council provides an annual financial subsidy to the Blackwood Miners' Institute as revenue budget, which has been reducing in recent years from £365,279 in 2013/14 to £313,415 for the forthcoming year 2017/18. The gross operating cost budget of the BMI is £745,208 and the Authority's current revenue budget subsidy represents 40% of the running costs after taking into account self-generated income of £431,794 from admissions, room hire, trading accounts and grant income. Blackwood Miners Institute employs 8.4 Full Time Equivalent Staff with an employee budget of £332,902.

Members noted that the Arts Council of Wales include Blackwood Miners' Institute as part of its Portfolio of Revenue Funded Organisations in 2016/17, providing an annual Grant of £129,375 to allow the development of an artistic programme in areas of challenge such as 'drama, dance and non-commercial music' and to support local artist opportunities through co-production work. However, Members were asked to note that this is a supplementary programme and cannot be included in the overall budget.

However, the Arts Council of Wales monitor their Portfolio clients and have identified potential reductions in local authority support as a risk. As a result, The Arts Council of Wales have engaged a number of freelance consultants to work on their behalf to support their Portfolio clients through a 'Resilience' programme in order to assist to mitigate this risk.

Cabinet noted that the annual programme staged at Blackwood Miners' Institute consists of approximately 200 shows and events. Over the financial year 2016/17 a total of 33,209 people attended shows over the course of the programme, a 5% increase over the previous year (31,545). Outside the main 'programme', Blackwood Miners' Institute is also a venue for a number of other activities including the hosting of workshops, hosting rehearsals for the Caerphilly County Youth Theatre, staging the Community Dance showcase and supporting a number of community performances by groups such as Blackwood Musical Theatre Society, Caerphilly Male Voice Choir and Risca Male Voice Choir.

Cabinet thanked the Officers for the report and discussed the ongoing budget and various costings therein, with particular reference to current advertising costs and methods and sought further information on the possibility for online advertising. Officers outlined that work is underway to utilise the online booking system to also produce mail-shots to regular patrons of the Institute, which is hoped to be achieved by the end of the year.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officers report the contents be noted and endorsed.

The meeting closed at 3.10pm

---

CHAIR