



**Music Hub Board Minutes
Wednesday 21 February 2018
4.30pm – 6.00pm**

CONFIDENTIAL

Present:

Rob Smith (RS) - School Improvement Adviser (P.E, Sport & Health) (Chair)
 Julie Dorr (JD) -School Improvement Adviser (Music) Music Hub Lead
 Jenny Williams (JWI) – School Improvement Adviser (Secondary Music)
 Beth Arnott Mellish (BAM) - Enjoy Music Shop
 Julie MacNaughton (JMC) -Valley Gardens Middle school
 Andy Slade (AS) – North Tyneside Peripatetic
 John Walsh (JWA) – Percy Main Primary school
 Christine Chambers (CC) – Arts Council, observer
 Douglas Gibson (DG) – NT Steel Pans

Minutes:

Felicity Briggs (FB) - Music Support Officer

Apologies:

Gavin Dudley (GD)-Backworth Brass Band
 Andi Anderson (AA) -Y Studio
 Selwyn Thompson (ST) – North East Church of England Academy, Ashington

	Item	Actions
1.	Welcome and introductions	
	<ul style="list-style-type: none"> • RS welcomed everyone to the meeting and introductions were made including new members, CC and JWI. 	
2.	Apologies	
	<ul style="list-style-type: none"> • Apologies received. 	
3.	Minutes of last meeting and matters arising	
	<ul style="list-style-type: none"> • All agreed minutes as a true record • JD spoke of rebuilding website in progress • Advice still needed on indemnity, feedback still needs clarification. • RS spoke of considering reciprocation between schools and Hub regarding website links, marketing and promotion • JD informed board that using YMCA as an ABRSM centre was looked into but ABRSM were not interested as they 	<p>All Governors to send constructive comments regarding the hub website to FB</p> <p>CC to follow up with KP.</p>

	have enough centres already in the North East.	
4	Review of Current Hub Position	
	<ul style="list-style-type: none"> • JD shared with board details of new projects the Hub has taken on since the last meeting and will take on in the next few months, including: Music Centre trip to High Borran; fundraising family ceilidh; SEND Music Conference at Sage Gateshead in partnership with Newcastle, Northumberland and Durham Music Hubs; Holocaust Memorial Day; Spring Sing, with added extra night due to popularity; smaller scale Great North Exhibition project as board were informed last meeting we did not receive funding to take part in the project; ideas for engaging parents in the Centre for sustainability • JWI introduced the board to her role and shared projects she has worked on, including: network meetings focusing on practical elements and support; collaborative singing days in partnership with Newcastle Music Hub (MPN); Youth Choir; Rock School Gig at O2 Academy; CPD training for GCSE Edexcel specification, first in the North East. • JD: spoke of important focus on transition between Primary and Secondary and mentioned strong relationship with Sage Gateshead • RS spoke of consolidating what we have in existence which has created progression and diversity, and spoke about the Hub raising its profile, particularly with prominent characters • JD informed the board that partnerships are enhancing what we do and are cost effective 	
5	Annual Feedback Letter and Business Plan	
	<ul style="list-style-type: none"> • JD shared with the board the annual feedback letter from the Arts Council and highlighted specific points in the letter, including the need to keep track of the quality of our music tutors and their training, the issues the hub has with collecting data and the positives of new staff strong financial position, however there is an issue with relying on the grant. • RS reminded the board that the Hub's strongest income is SLA from schools and asked them to consider increasing the cost to schools to increase income growth • RS reminded the board that one of the Hub's fundamental principles at its inception was for the Music Centre to be free for all students • JD explained to the board that conversations have started with Alex Giles about the possibility of a different status for Music Centre and the possibility of becoming a Community Interest Company • JD spoke of a fundraising plan, including donations, sponsorship and other ideas could include 100 club for 	FB to add donation section onto website and link with schools and

	<p>music centre parents and a just giving page.</p> <ul style="list-style-type: none"> • CC spoke of fundraising programs the Arts Council are starting 	<p>parents CC to circulate fundraising CPD training</p>
6.	Financial Position and Budget Update	
	<ul style="list-style-type: none"> • JD explained to the board that as MPN do not have their own music centre, there are early conversations happening into the potential of double branding and dual connections between the two hubs. • JD explained to the board how even though Charanga and Sing Up licences are both expensive; teachers find these resources very valuable and singing in North Tyneside is now incredibly strong as evidenced by the popularity of this years' Spring Sing. • JD explained to the board that there is potential to reduce WCET costs in 2019/20 due to the extended use of Charanga and Sing Up • JD informed the board that it is critical for the hub to continue receiving grants and funding 	<p>JD to send out business plan to all governors</p>
7.	Needs Analysis	
	<ul style="list-style-type: none"> • JD informed the board that recruiting new governors is a key area for development • JD spoke of the need to use data appropriately regarding tutors and schools strengths • JD informed the board how the promotion of the hub is continuing and spoke of the development of the new hub website • JD informed the board that engaging with parents is one of the hub's weaknesses and that working on events and marketing have been included in the development plan to strengthen this • JD informed the board that there is a massive focus on monitoring and running our own events • AS suggested developing support for school music staff should be included in the development plan and that peripatetic music tutors should have networking sessions to support delivery • JMC suggested that the best time to have a peripatetic music tutors network meeting would be in September before the schools get started • JMC asked the board for clarity on observing peripatetic music tutors: who observes them and how many times will they be observed if they work in multiple schools • RS spoke of the need for clarity regarding what OFSTED expects in regards to observing music tutors teaching WCET or one-on-one instrumental tuition and their expectations of inspections regarding music tutors 	<p>All Governors to provide input on what is appropriate for Hub needs All Governors to feedback on what should be included on new website</p> <p>FB to advertise peripatetic music tutors network meeting in September</p> <p>JD to speak with Seniors regarding OFSTED and monitoring/observations</p>
9.	AOB	

	<ul style="list-style-type: none"> • DG mentioned to JD that the steel band would like to record a CD. JD informed DG that our partnership with the Y Studio would be perfect for the job • RS informed the board that there are several open positions on the board for new governors, including a Headteacher position, university position, and also accepted suggestions of a parent governor or peripatetic governor • RS suggests to the board that conversations regarding new governors becomes a substantive item on the next meeting's agenda 	<p>All Governors to send suggestions for new governors to FB via email</p> <p>FB to add New Governors onto the next meeting's agenda</p>
	<p>Next meeting date:</p> <ul style="list-style-type: none"> • Tuesday 3rd July 2018 	<p>FB to distribute date and minutes</p>

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