

Committee Meeting – 20th April 2009

Members: Philip Stanton (PS) – Chair
Andrew Morris (AM)
Dave Brinson (DB)
Derek Andrews (DA)
George Chapman (GC)
Lynne Pullen (LP) – Deputy Chair
Mal French (MF)

Administrator: Monica Elsen (ME)

1. Welcome and apologies

No apologies received.

2. Minutes and matters arising

Notes of last meeting agreed.

- a) PS is waiting to send email to forum members once details of launch are confirmed.
- b) GC has left message on Age Concern answer machine at Venton Centre but no response received to date

3. Launch event

Matters arising:

- a) GC advised that an introductory press release had been sent out and three positive replies had been received from Sovereign Radio (based in Hailsham), BBCSE and Pink Paper. Sov. Radio were interested in recording an interview and it was agreed that the Chair should do this. Pink Paper and BBC wanted contact details and more information about the launch etc. It was agreed that GC would remain responsible for press liaison and provide his contact details.
- b) AM - contacted the York House Hotel but had not heard back yet.
- c) MF - contacted the Underground Theatre. £30 per hour to hire the auditorium (holds 145) and £16 per hour for the coffee area. They can provide tea/coffee/biscuits. They have quite a few productions coming up so their availability would depend on dates/times etc.

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- d) ME - the Court Room (which is fully accessible) is booked for weddings most Saturdays in June and some Sundays, dates and times of availability were provided. Assembly Hall (not fully accessible) was booked until last weekend in June. ME suggested that a week day may open up more availability and she could check a Thursday perhaps.
- e) AM - using the image of the Camera Obscurer should be OK. It is a landmark rather than a venue and the image is an artistic representation rather than a photograph. The Logo was agreed. MF and ME requested copies of the logo in its final formats.
- f) ME - the publications agreed for the launch had been ordered.

A discussion followed as to whether a Thursday would be a better day. The Committee agreed Thursday 11th June 4pm to 6.30pm. AM will contact the York House again with the revised date. Other venues will be checked if the York House is not available.

Potential exhibitors: ECCN, Adult Social Care, Victim Support (Hate Crime Unit), THT, PCT, Sussex Police LGBT Liaison, East Sussex Fire and Rescue. Other exhibitors would be sourced via EAVS community network facility, Universities and "All Sorts" (Youth Group in Brighton). ME agreed to act as the co-ordinator for exhibitors.

Entertainment – AM will check availability.

Questionnaire – at an earlier meeting the results of a previous LGBT consultation event were shared; it was agreed that a questionnaire would be available at the launch. The details provided would form a benchmark of data and hopefully provide a number of issues for the forum to take forward. MF and LP agreed to draft the questionnaire and circulate this prior to the next meeting.

Invitees – DB offered to invite Head Teachers. MF will contact the Mayors office as soon as a date and venue is confirmed. The High Sherriff and/or Lord Lieutenant were mentioned as possible invitees as were Stonewall, the MP and other Councillors but no firm decisions were made as to a final invite list.

Action:

- GC to advise Sovereign Radio that PS will do interview when launch details are confirmed**
- AM to contact York House Hotel re Thursday 11th June, send logo to MF and ME and check availability of entertainer for launch**
- ME to contact potential exhibitors once date/venue is confirmed**
- LP and MF to draft questionnaire and circulate prior to next meeting**
- DB to invite Head Teachers once date and venue are confirmed**

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4. Topics and agenda items for future meetings

The only topic at the next meeting will be the Launch.

5. Date and venue of next meeting

6pm on 14th May, Committee Room 1, Town Hall

6. Any other business

The website now contained a holding page plus the info email address which the Chair receives.

BourneOut's entry on the Stonewall website has now been amended.

Bank account – terms of reference are required for the Committee before an account can be opened and it was agreed to discuss and approve TOR at the next meeting. DB offered to amend the current TOR for the Forum.

<p>Action: ME to send DB the current TOR</p>
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Meeting ended at 7.10pm.