Dulverton Town Council

Dulverton Traders Association

Dulverton Town Hall

Dulverton Heritage Centre

# Emergency Town Centre Grant

# Meeting Minutes

# 12th October 2022 1.00pm

# Via Video Link

**Present:** Christine Dubery (Chair), Nick Thwaites; Margaret Rawle, Ali Pegrum, Hayley Sampson, Louise Ogden, and one member of the public.

**Apologies:** Chris Nelder and Ken Warren

**Approval of the minutes of the previous meeting**: Minutes approved and accepted with the following amendment: Page 2, paragraph – omit Petroc. Proposed by Chris Dubery, seconded by Ali Pegrum and carried.

**Chairman's Comments:** None

**Matters Arising:**
Update on Hire of Equipment: Insurance/replacement issues still exist.
The Hire Agreement is to be reviewed with the aim of amending the wording to cover loss or damage.

**Events 2022**

a) Vintage Fair - 4th September 2022
The event was deemed a success, enjoyed by all. No specific issues were raised. Feedback from the stall holders was very positive and the entertainers enjoyed taking part in the event.
Fewer vintage tractors and military vehicles took part this year.
The sale of teas and cakes was very successful and the use of portable toilets worked well.

b) Fun Run 18th September 2022
Mrs Jan Ross (marshal) reported that there had been some problems experienced by marshals situated at Court Down concerning cattle in fields posing a dangerous threat to runners with dogs. This issue needs to be addressed for future events. A further two sweepers are necessary, one for the 5k one for the 10k.
Otherwise the event was considered a great success. There were 87 entrants (16 registering on the day), 79 people actually ran.
It was suggested that a lap top is used for future events with regards the recording of individual times. Also, more portable toilets are required.
The next event is to be held on 17th September 2023.

c) Literary Festival - 19th & 20th November 2022
The programme has been published and over 100 tickets have been sold. Considerable effort is being made to encourage local schools to take part in the children's writing competition.
Each of the talks will be recorded and roaming and lapel microphones have been organised. Podcasts are to be aired to advertise the event.
The bar will be open.
Ali sourced several quotes concerning the purchase of a 3meter x 90cm banner, which can be edited for future use. It was subsequently:

RESOLVED: To purchase a banner from Stickerzilla (Bright Owl) at a cost of £135.00 (incl. VAT). Proposed by Margaret Rawle, seconded by Louise Ogden and carried.

A4 size boards are required to advertise the event, Ali is to obtain quotes. Volunteers will be required on the day.

**Events 2023:**

a) Open Gardens Event
To date six garden owners have expressed an interest in taking part.
A date has yet to be determined.

b) Antiques Fair/Auction – Proposed date 25th March 2022
An auctioneer has been sourced. A maximum of five portable items per person, for valuation will be invited. Details as to costs have yet to be ascertained.
Live background music has been organised.
It is proposed that a few antique stalls are to be given the opportunity to trade at the back of the hall.

c) Folk Music Event
The event is less likely to take place in 2023 due to the Coronation of King Charles.

**Website:**
The website is continually being updated with the details of new shop owners situated in the town. It appears to be being accessed by many local people in search of information. Feedback continues to be positive.

**Financial Statement and approval of payments to date:**

RESOLUTION: To approve payments as per Appendix A. Proposed by Margaret Rawle, seconded by Ali Pegrum and carried.

**Any other business with permission of the Chairman:**

Plastic Free Exmoor – Ali intends to sign Dulverton into the scheme. It was noted however that very little enthusiasm has been shown by local traders to date.

**Date of next meeting:** Monday 7th November 2022 at 10.00am.

# Payments for approval:

# 12th October 2022

| Expenditure | Amount £ | + VAT (if applicable) | Date Paid |
|---|---|---|---|
| Mrs C. Dubery (bookwhen) | 9.00 | 1.80 | 08/09/22 |
| Chris Reeson – Fun Run Medals | 175.00 | | 08/09/22 |
| Ali Pegrum – Literary Festival Flyers | 51.24 | | 20/09/22 |
| Ali Pegrum - Marketing & Consultancy | 1,026.00 | | 04/10/22 |
| First - Literary Festival Programme PDF | 65.00 | 13.00 | 04/10/22 |
| First - Literary Festival Programme | 314.00 | | 04/10/22 |
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