Dulverton Town Council

Dulverton Traders Association

Dulverton Town Hall

Dulverton Heritage Centre

Emergency Town Centre Grant

Meeting Minutes

13th April 2022 10.00am

Via Video Link

Present: Christine Dubery (Chair), Margaret Rawle, Ali Pegrum, Nick Thwaites, Louise Ogden, Chris Nelder, Beth Brown and Haley Sampson.

Apologies: Ken Warren

Approval of the minutes of the previous meeting: Minutes approved and accepted.

Chairman's Comments:
The Independent Contractor's Agreement has been signed.

Matters Arising: None

Exmoor Lawns Entertainment Area:
All the equipment purchased as now been received and stored in the new shed situated in the Sports Field. The shed however is to be re-organised to aid easy access and the retrieval of items required.
Members were asked to consider the charges with regards the hiring out of the equipment and the conditions to be imposed.

Funding:
ETC Grant – Section 2 Performance Area – Members were informed that of the £12,000 awarded, only £79.82 remained unspent.

Events 2022:
Farmers Markets – April – September:
All events to be held in 2022 are full booked.

Queen's Jubilee Celebrations – To be held on 3rd June 2022.
The Working Group are scheduled to meet tomorrow, 14th April 2022. Invitations are in the process of being written and will be sent in the near future.

An additional grant has been awarded by the Arts Council to the Town Hall Committee, who intend to use it to meet some of the event costs. Further funding has been promised from the Streamcombe Allotments Trust and Exmoor Rotary Club.

Music on the Lawns – To be held on 5th June 2022
Oggies have kindly agreed to sponsor the event.

Artisan Fair: To be held on 9th July 2022
Out of 35 spaces available, 29 stall holders have confirmed bookings.

Vintage Fair – To be held on 4th September 2022
The Classic Car Association have confirmed attendance as have Military Vehicles.
Sponsorship has been obtained from Seddons and Exmoor Distillery.

Fun Run – To be held on 18th September 2022
The event has been posted on Facebook and inviting entrants.

Literary Festival: To be held on 20th November 2022
Waterstones (Barnstable) have agreed to be the 'book shop partner'. Six speakers have been booked. Interviewers are to be sourced.
One sponsor has committed to the event – more are to be sought.
Exeter Library have kindly agreed to promote the event, further libraries are to be approached.

Website:

Ali reported to members that she has created the dedicated 'mini-websites' for the Dulverton Farmers Market and other major town events with their own URL (i.e. their own website address) within the Visit Dulverton website. This is something that has been discussed a few times at the Partnership Group meeting as it now means that the existing Dulverton Farmers Market website can be closed down, as can the existing Dulverton by Starlight website, as all relevant and up to date information can now be found under the one Visit Dulverton umbrella website. As well as having their own URLs these new 'mini-websites' can be reached via dropdowns from the Events tab on the Visit Dulverton website. Their URLs can be used in the events' individual social media profiles and correspondence, as the Farmers Market and Starlight have their own Instagram and Facebook pages which are separate from the Visit Dulverton pages. The aim is that all major/annual events (with the exception of the Jubilee one-off events) will have their own individual mini-sites, where more information can be provided - such as links to the individual producers at the Farmers Market (with individual's images and copy descriptions) and links to the online program and ticketing page for events such as the Fun Run and the Literary Festival.

There have been no developments concerning the offer of assistance from Petroc.

Financial Statement and approval of payments to date:

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

Any other business with permission of the Chairman:

SWT Cultural Forum, 6th April 2022 – Attended by Ali who found the event to be very 'Taunton based', resulting her to have to strongly remind those present of the very existence of Exmoor. Opportunities to obtain funding were pursued as well as sponsorship possibilities with regards the Literary Festival.

Visit Exmoor AGM – Margaret is to attend and will report back at the next meeting.

The Chairman requested that members give some thought concerning the events to be held in 2023.

Photograph Competition – To be progressed later in the spring.

Date of next meeting: 18th May 2022 at 10.00am via video link.

Appendix A

Emergency Town Centre Grant – Payments for approval

13th April 2022

Expenditure	Amount £	+ VAT (if applicable)	Date Paid
Ali Pegrum	720.00 900.00		05/04/22
Mrs C. Dubery (bookwhen)	9.00	1.80	05/04/22
Vehicle Hire	45.00	9.00	17/03/22
Erection of Shed	966.85		29/03/22
Signage - Kale Signs	408.00		31/3/22
Trolley	100.00	20.00	31/03/22
Elegant Marquees Ltd.	20.00		05/04/22
Petrol	40.01		05/04/22
Marketing – Saxo Print	56.70	11.34	07/04/22
Visit Exmoor	290.00		07/04/22
Marketing Chameleon	90.00	18.00	07/04/22