Dulverton Town Council

Dulverton Traders Association

Dulverton Town Hall

Dulverton Heritage Centre

Dulverton Partnership Meeting Minutes 19th April 2023 10.00am at Exchange Cottage, Lady Street, Dulverton TA22 9EX

Present: Christine Dubery (Chair) Nick Thwaites, Margaret Rawle, Ali Pegrum, Chris Nelder Louise Ogden, Ken Warren and Hayley Sampson via zoom.

Apologies: Allison Crisp

Approval of the minutes of the previous meeting:

RESOLVED: To approve the minutes of 8th February 2023. Proposed by Chris Nelder, seconded by Louise Ogden and carried.

Chairman's Comments: Christine thanked everyone for all their hard work regarding the planning of events so far this year.

Matters Arising:
Antique Valuation Auction Day – 25th March 2023. Christine thanked everyone for their hard work on the day. The event was well attended.
Adam Partridge Auctioneers was represented by one valuer and an assistant. Adam and a colleague were unable to attend at short notice due to illness.
Approximately ninety-five members of the public paid £5 for three items to be valued. Throughout the day, while waiting, the public were able to enjoy live music provided by Arwen Bethy and her recorder group. Cake, coffee and tea were also available.
Ali reported that she had taken part in two radio interviews, one with Adam Partridge on Radio Somerset and one on the day itself. The stalls in the lower town hall, included Oggies, Sarah Fox Jewellery, the South West Waste Partnership, Fixy Van Representative and Karen Bunting furniture restorer.
The Valuers are keen to repeat another day in September and subsequently a further event has neem scheduled to be held on Sat 23rd September 2023. They gave assurance that more valuers will be available on the day and on standby to cover any sickness.
The layout of the Hall will be reconsidered and it was suggested that any background music is a little quieter..

Secret Gardens Event (Open Gardens) -Sunday 2nd July 2023

To date, approximately ten gardens have been entered. The ticket charge will be £5 if booked in advance and £7 on the day.
The ticket will include a map and brief details of each garden and will be available from the Post Office and Tantivy before the event. The gardens will be open from 10 am – 4.30pm. The Town Hall will be open for refreshments all day.
It was agreed that Christine will prepare and order posters and a letter will be sent to the owners of the gardens in the near future. Louise kindly offered to laminate posters as required. Thirty- five posters will be ordered.

RESOLVED: To authorise Christine Dubery to order and pay for 25 posters. The total costs to be reimbursed. Proposed by Margaret Rawle, seconded by Chris Nelder

Artisan Festival- 8th July 2023
Christine reported that all available stall places have been taken . Thirty – five posters will be ordered advertising the event. Each of the gardens open on the 2nd July will display one.

Resolved: To approve the costs of entertainment amounting to £360. Proposed by Chris Nelder, and seconded by Louise Ogden and carried.

RESOLVED: To authorise Christine Dubery to order and pay for 35 posters. The total costs to be reimbursed. Proposed by Margaret Rawle, seconded by Chris Nelder and carried.

Race -17th September 2023
As per the previous events Jeff has been asked to be Race Director and response is awaited.
A first aid provider has been contacted, again confirmation is awaited.
The start/finish inflatable has been booked. Twenty - five posters are to be ordered and distributed and Christine will arrange for Bookwhen portal to be re-instated to be able to take the bookings.

RESOLVED: To authorise Christine Dubery to order and pay for 25 posters. The total costs to be reimbursed. Proposed by Margaret Rawle, seconded by Chris Nelder

Literary Festival – 18th/19th November 2023
Ali reported that the programme is almost finalised for both days and was discussed in detail. Ali was congratulated on what was considered to be a fantastic programme of talks through the two days.
Tickets will be priced at £10 per talk, £6 for children. No concessions. Further sponsorship is being sought.
Further updates will be available at the next meeting.

Events 24
New ideas muted were a walking event and a riding event and another antique valuation day in March 2024.

Finances: Statement and approval of payments to date (Appendix A)

RESOLVED: To approve payments as per Appendix A. Proposed by Nick Thwaites and seconded by Chris Nelder and carried.

RESOLVED: To meet the cost of a table at the Visit Exmoor Leaflet exchange amounting to £40. Proposed by Louise Ogden and seconded by Nick Thwaites and carried.

Marketing Consultant:
Ali reported on the sponsorships committed to date amounting to approx. £2500 and requested more contacts. Committee members were able to provide additional contact information.
A lengthy discussion took place regarding the Events Calendar section on the Visit Somerset website, where in the past the Somerset West and Taunton link was utilised to include Visit Dulverton. Since the creation of the Unitary Council this free link appears to have disappeared and a fee is now required to use a link on Visit Somerset. Ali agreed to speak to Cassy James at Visit Exmoor for advice on the way forward. Cllr. Frances Nicholson (S.C.) has also been asked to pursue the issue.
Ali reported on the website's google business profile from 1st Jan – 17th April which is attached separately for information.

Any other business with permission of the Chairman;
Ken stated that the Exmoor Challenge takes place in May which brings many people to the town and suggested advertising leaflets be distributed to the outlets that the supporters of the event visit in the town. Allison to be asked if she can help on this.

Programmes of events will be distributed at the Farmers Market each month.

Christine reported that presence at the Leaflet Exchange had been a success.

Meeting closed: 12.15am

Date of next meeting: Wednesday 7th June 2023 at 10am at Exchange Cottage.

Appendix A

Payments for approval:

19th April 2023

Expenditure	Event/ Details	Amount £	+ VAT (if applicable)	Date Paid
ENPA	Antique Valuation Day C/P License Fees	50.00		07/02/23
Mrs A. Pegrum	Marketing & Consultancy	1,170.00		14/02/23
Cllr. Mrs Dubery (reimbursement)	Antique Valuation Day Posters	13.98		21/02/23
Mrs A. Pegrum	Marketing & Consultancy	972.00		04/03/23
Cllr. Mrs Dubery (reimbursement)	Events Flyers	29.78		14/03/23
Visit Exmoor	Visit Exmoor Leaflet Exchange	40.00		23/03/23
BrightOwl Ltd. & Stickerzilla	Antique Valuation Day	130.00	21.67	23/03/23
Miss Arwen Lewis	Antique Valuation Day	50.00		23/03/23
Transfer – General Account (website costs)	Website costs	125.89		29/03/23
Visit Exmoor	Annual membership	290.00		To be paid
Cllr. Mrs Dubery (reimbursement - Saxo – Print)	Event Fliers	36.44	6.07	To be paid