Emergency Town Centre Grant

Meeting Minutes

24th August 2022 10.30am

Held at Exchange Cottage, Lady Street, Dulverton TA22 9BX

Present: Christine Dubery (Chair), Nick Thwaites, Margaret Rawle, Ai Pegrum and Louise Ogden.

Apologies: Hayley Sampson, Ken Warren and Chris Nelder,

Approval of the minutes of the previous meeting: Minutes approved and accepted. Proposed by Louise Ogden , seconded by Nick Thwaites and carried.

Chairman's Comments : None

Matters Arising:

Update on Hire of Equipment:

a) Hiring Costs: Deferred to the next meeting.
b) Insurance Update: Further research being undertaken by Christine.
Ali to talk to NFU Insurance.

Events 2022

Vintage Fair – 4th Sept 2022
Ali presented a site plan which has been sent out to stall holders. Ali/Chris to set out numbers on the Lawns at 11am on Friday 2nd Sept. Christine to ask Alan to help. Confirmed. Main setting up preparations planned for 2pm on Sat 3rd Sept.
RESOLVED: To pay £150.00 to The Lindy Hoppers with regards entertainment. Proposed by Nick Thwaites and seconded by Ali Pegrum and carried.
RESOLVED: To pay £600.00 to The Liberty Sisters with regards entertainment. Proposed by Louise Ogden and seconded by Christine Dubery and carried.
RESOLVED: To pay £420.00 to Hot House Combo with regards entertainment. Proposed by Margaret Rawle and seconded by Nick Thwaites and carried.
RESOLVED: To pay Exmoor Luxury Loos (Disabled Toilet) up to £200.00. Proposed by Nick Thwaites and seconded by Ali Pegrum and carried.

Fun Run-18th Sept 2022
37 runners booked in to date. Ali to promote heavily on social media. Christine has sourced Wooden Medals engraved with the Dulverton Logo from Exmoor Engravings at £.175 each. It was agreed to place an Order of 100.

Additional Marshalls are required. Margaret is sourcing the bottled water. Christine meeting with Hayley Sampson who will be organising the Run on the day itself in Christine's absence. Christine to provide Hayley and Margaret with list of what and where everything is.

Literary Festival – 19th & 20th Nov 2022 11am – 8 pm.
Brochure/Programme produced and content discussed. Christine commented and others agreed what a good job Ali has done with this.
3 quotes were received to Print 2000 copies. First Design Print Web from Porlock were chosen. They were recommended for their quality, are local, and were middle of the road price wise at a cost of £314.00. Proposed by Christine Dubery, seconded by Louise Ogden and carried.
3 Quotes were received for The children's writing competition flyer produced by Annabel Collis which will be sent to schools both printed and electronically, put in libraries and distributed locally. Instantprint were chosen to print 2000 at a cost of £46.25 plus delivery. Proposed by Louise Ogden and seconded by Ali Pegrum and approved by all.
Ali to investigate a Podcast recording of the event with David Oxendale.
Ali to contact Waterstones re prizes for the children's competition.
Local Book Clubs to be contacted. If anyone has contact info of any book clubs across the whole area please pass on to Ali.
Ali to contact Wellhayes Vineyard re Greenroom hospitality.

Events 2023:

Open Gardens Event – Positive feedback for Open Gardens event to take place in June 2023.

Antiques Fair/Auction – Positive feedback from Acorn Antiques and Paul Hardy who made suggestions on the format, being a valuation day 10 – 3pm in the Town Hall. Charge a fee of £5.00 for a fixed number of items limited in size. Paul Handy has contact with a suitable Auctioneer and has confirmed happy to go with either provisional dates of Sat 18th or Sat 28th March 2023. Christine to look into suitable background music.

Folk Music Event: Christine has been given positive feedback that a 1 day event would be popular but suggested 'Modern Folk Music'! Sat 1st May 2023 has been chosen for the event to take place on Exmoor Lawns. Christine will discuss further with locals and come up with a plan for Exmoor Lawns.

Photo Competition:
Winning entry Joanne Davis with a photo of Dulverton Bridge taken from the Lawns. Rosie Barnes judged the 75 images put forward which can all be used by Visit Dulverton in the future. There were 5 runners up of particular interest which will be posted on the website. A half page Press release has been printed in the Local papers.

Website:
Ali to contact Petroc College and Bridgwater College again to gauge interest in providing help with the Social media aspect of the website. Discussion also ensued about inviting a

local Social Media Professional to help. Ali and Christine to report back as soon as any update.

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.
RESOLUTION: To meet the costs as invoiced regarding the set-up of events incurred by Mr Takel, Mr Nicholas and Mr Bryant. Proposed by Louise Ogden and seconded by Ali Pegrum and carried.

Any other business with permission of the Chairman: None

Date of the next Meeting was fixed for Wed 12th October 2022 at 10.30am.
At Exchange Cottage, Lady Street or by Video Link (to be confirmed).

Appendix A

Emergency Town Centre Grant – Payments for approval

24th August 2022

Expenditure	Amount £	+ VAT (if applicable)	Date Paid
Mrs C. Dubery (bookwhen)	9.00	1.80	09/08/22
Mr S. Bryant (Artisan Fair -Set Up)	50.00		09/08/22
Mr A. Takel (Artisan Fair-Set Up)	50.00		09/08/22
South West Lindy Hoppers (deposit)	50.00		04/08/22
Rackenford Rascals	150.00		09/08/22
Mr A. Nicholas - (Queens Jubilee -Set Up)	100		05/07/22
Joanne Davis – (photo competition prize)	50.00		16/08/22
Liberty Sisters – Vintage Fair	600.00		16/08/22
Hot House Combo	420.00		16/08/22
Mrs A. Pegrum	874.00		16/08/22