Dulverton Town Council

Dulverton Traders Association

Dulverton Town Hall

Dulverton Heritage Centre

Dulverton Partnership Meeting Minutes 7th June 2023 10.00am at Exchange Cottage, Lady Street, Dulverton TA22 9EX

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

Apologies: Chris Nelder**,** Ken Warren and Hayley Sampson

Approval of the minutes of the previous meeting:

RESOLVED: To approve the minutes of 19th April 2023. Proposed by Ali Pegrum, seconded by Louise Ogden and carried. (These minutes were approved at the Town Council Main meeting on May 10th2023.)

Chairman's Comments: None

Matters Arising: None

Secret Gardens Event (Open Gardens) -Sunday 2nd July 2023
There are ten confirmed gardens taking part in the event, all within walking distance of the Town Hall where refreshments will be available all day. Two hundred and fifty tickets and maps have been ordered and are awaiting arrival. The posters have arrived. Once the posters have been laminated they will be displayed around the Town and further afield including Brompton Regis, Bridgetown, Bampton and the Brushford Shop.
The event is being well publicised on social media and through the usual press contacts.
The Partnership Committee are invited to meet at 6.30pm on Wed 28th June opposite Ridlers Garage to view the gardens along with the owners of the gardens involved in the event.
Margaret has a list of Cakes promised and will source Milk, tea bags, coffee and sugar. Christine will source ingredients for the ploughman's and arrange for the use of table cloths from the Garden Club.
Payment for the refreshments will be by donations; a minimum amount will be suggested.
It was agreed that having determined what profit had been made from the event consideration should be given to making a donation Caremoor.
Volunteer helpers so far include Christine Dubery, Louise Ogden, Allison Crisp, Margaret Rawle and Louise Parish.

Artisan Festival- 8th July 2023
Thirty eight stalls have booked a pitch and a band has been booked to provide musical entertainment. The event will be held between 10am – 4.30 pm.
A press release has been sent out and advertising on Social Media is ongoing.
Tables and chairs will be moved from the toilet block and storage shed to the Lawns. Volunteers will be needed.

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

RESOLVED: To approve payments as per Appendix A. Proposed by Louise Ogden, seconded by Allison Crisp and carried.

Marketing Consultant:
Ali reported that Social Media was up to date with images on the website and a problem with emails had been rectified.

Fun Run 17th September 2023
Christine reported that Bookwhen booking system has been re-opened for entries and the posters have arrived. Entry this year will be £15.00 for 10K and 5K Runs. The Start/Finish inflatable arch has been reserved; however confirmation from Jeff the Co-ordinator from Tiverton is still awaited.
More runners' numbers need to be purchased which Christine will source. She will also source medals as per last year which will be given out together with free water and runners drinking bottles.

Valuation Day 23 September 2023
Adam Partridge Auctioneers are keen to take part again and more discussion will take place at the next meeting.

Literary Festival: 18th and 19th November 2023.
Ali reported that press releases and publicity is ongoing.
Three thousand in sponsorship has been secured so far. Bronze Level @ £100, silver @ £200 and gold @£500 and the programme is progressing well.

Events 24
It was agreed that a Vintage Fair will not be held in 2024.
Plans were discussed to hold the following events:
a) Valuation Day - March,
b) Artisan Fair
c) Possibly a Secret Garden Event in July
d) Fun Run in September
e) A Literary Festival in November.
f) A Folk Festival during the May Spring Bank Holiday is being suggested. Christine, Louise and Ali to liaise with John Lowday and the previous Folk Festival organisers of the event held in the Town.

Any other business with permission of the Chairman: None

Meeting closed: 11.45am

Date of next meeting: Wednesday 19th July at 10am at Exchange Cottage.

Appendix A

Payments for approval:

19th April 2023

Expenditure	Event/ Details	Amount £	+ VAT (if applicable)	Date Paid
Printing/Print Pond	Secret Gardens	8.25	1.64	
Printing/First Print	Secret Gardens	111.92		
Printing/First Print	Secret Gardens	30.00	6.00	
Printing/Print Pond	Artisan Festival	3.22	0.65	
Printing/Print Pond	Race	3.22	0.65	
Lamination Sheets	Various	15.16	3.79	
Signs/Kale	Artisan Festival	87.60	17.52	
Mrs A Pegrum	Marketing	1,386.00		04/05/23
Marketing Chameleon	Artisan Festival	90.00	18.00	11/05/23