Dulverton Town Council

Dulverton Traders Association

Dulverton Town Hall

Dulverton Heritage Centre

Emergency Town Centre Grant

Meeting Minutes

7th November 2022 10.00am at Exchange Cottage, Lady Street, Dulverton TA22 9EX

Present: Christine Dubery (Chair), Nick Thwaites; Margaret Rawle, Ali Pegrum, Hayley Sampson (remotely by phone), Louise Ogden, Ken Warren and two members of the public.

Apologies: Chris Nelder

Approval of the minutes of the previous meeting:

RESOLVED: Proposed by Louise Ogden, seconded by Ali Pegrum and carried.

Chairman's Comments:

Members were asked to consider replacing Beth Brown as a member and asking Cllr. Mrs Allison Crisp to fill the vacancy as a trader representative.

RESOLVED: Proposed by Chris Dubery, seconded by Margaret Rawle and carried.

Literary Festival - 19th & 20th November 2022

An update concerning the programme of events was provided by Ali:
19th November - 2pm – 3pm – 5 Participants Booked
3pm - 5pm – None

Children's writing competition- 15 entries have been received to date.
Children and parents who have entered this competition have been offered free tickets for the 11am -12pm talk with Claire Barker and Victoria Eveleigh.

Yoga Meditation with Colin Dunsmuir during the lunch break will finish by 12.30 to enable setting up of talk by William Sitwell at 1pm, which requires more tech.

A limit of 110 tickets will be sold for each talk.

The microphones and tech. equipment have been tested by Ken Warren and Gerry Lewis and a recording of each talk will be set up.
Simon Williams will oversee stage lighting.

To advertise the event Ali has done a podcast with Exmoor Character Cottages and will be placing 15 reminder roadside posters in prominent places from Simonsbath to Tiverton. She will be contacting further media outlets including Radio Devon and BBC Spotlight.

Christine and Ali will produce a rota for the day.
The ticket entrance table will be situated in the foyer with Waterstones selling the Authors Books and signing table situated on the right. Three Dulverton flags will be used to decorate the hall.
At the beginning of each talk a 'housekeeping' recording will be broadcast and Ali will personally introduce each talk and ask that ticket holders disperse as quickly as possible to the foyer for book signing.
There will be no concessions.
The set out of chairs will depend on number of tickets sold and will be moved accordingly to make the audience more intimate. Jeff Pegrum to arrange this as required.
Christine will meet and greet and Margaret will usher ticket holders to their seats to ensure an orderly seating arrangement.
Jo Thrussell and Suzie Wall volunteered to help, also Louise and Hayley.
The Town Hall bar will be run by Emily Brockington and the green room by Esme (Ali's daughter).
PCSO Michelle Haimes is to be asked for three Police No Parking Cones to be placed outside the Town Hall (Margaret to contact).
Christine/ Margaret and Ali and a team of helpers will meet at the Town Hall on Sat 19th at 1pm to prepare refreshments for the green room and get the hall ready.

The members of the public left the meeting.

Mr Phillip Dalling – Request for compensation:

After discussion, members having been provided with details regarding Mr Philip Dalling and his request for compensation for his now non-appearance as an interviewer at the Literary Festival:

RESOLVED: That the committee was not contractually obliged to award compensation in this case. Proposed by Chris Dubery, seconded by Nick Thwaites and carried.

Any other business with permission of the Chairman:

Open Gardens Event: The date has been scheduled for 2nd July 2023.

Date of next meeting: Wednesday 7th December 2022 at Exchange Cottage.