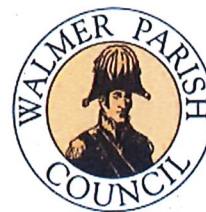


WALMER PARISH COUNCIL

8 The Strand, Walmer, Deal, Kent, CT14 7DY

Tel/Fax: 01304 362363

Web site: www.walmercouncil.co.uk E-mail: clerk@walmercouncil.co.uk



Dated this 7th day of January 2021

To:

Councillors: Mrs S Le Chevalier, Mr D Thompson, Mr R Oram, Mr D Symons
& Miss A Herring

Local Residents: Chapman's Landscape & Garden

Contractors

.....

You are hereby summoned to attend a meeting of the Walmer in Bloom Committee to be held on **Tuesday 12th of January 2021** via 'Zoom' Video Conferencing at 7.00pm to transact the business set out below

IMPORTANT NOTE

Please ensure that when you join the conference call (or the queue for it) you mute your telephone unless actively speaking as otherwise it will cause feedback that will make it very difficult for everyone, including you, to hear the call.

Meeting ID: 224 572 9770

Password: 294456

Telephone Number (Free): 0203 695 0088

If you experience technical difficulties immediately prior to or during the meeting please call
07828221924

Kevin Lynch

Clerk to the Parish Council

Email to: Darran Solley, DDC

.....

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

Where a Member has a new or registered Disclosable Pecuniary Interest (DPI) in a matter under consideration, they must disclose that they have an interest and, unless the Monitoring Officer has

The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter, they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Where a Member is declaring an Other Significant Interest (OSI), they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared an OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

3. MINUTES OF LAST MEETING

To approve the minutes of the meeting held on Tuesday 20th October 2020.

Attach 1

4. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

5. HAWKSHILL

i) Management Issues

ii) To receive a verbal report from Cllr D Thompson

iii) To receive information from DDC regarding unauthorised encampments

Attach 2

6. LOCAL CAMPAIGN 2021

(A) FLORAL DISPLAYS

(i) To receive an update on:-

a) Fixed planters - autumn/winter planting.

b) Erection of hanging baskets along the seafront.

c) DDC planting schedule for 2021.

(ii) Sponsorship.

To consider contacting local organisations to request sponsorship for the 2021 Campaign

(iii) To review maintenance contract and weed control.

Attach 3

(B) KEY ACTIVITY DATES

To receive a draft copy of the Campaign's key activity dates for 2021.

Attach 4

(C) SCHOOL/YOUTH ACTIVITIES

To consider:-

a) The School Poster Competition specification.

Attach 5

7. BUDGET

(a) To receive a provisional budget update for 2020/2021.

8. ISSUES FOR INCLUSION ON NEXT AGENDA

9. DATE OF NEXT MEETING

Tuesday 23rd February 2021

WALMER IN BLOOM COMMITTEE

Minutes of the Zoom Online meeting of Walmer Parish Council Walmer in Bloom Committee held on Tuesday 20th of October 2020 at 7.00pm.

Present: Cllr Mrs S Le Chevalier, Cllr Mr D Thompson, Mr Richard Oram, Cllr B Pitcher & Cllr Mr D Symons

Officers present: Sarah Plews (Walmer in Bloom Clerk)

1394. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllr A Herring and Janice & John Gooding

1395. DECLARATIONS OF INTEREST

No declarations of interest were received from Members in respect of business to be transacted on the Agenda.

1396. MINUTES OF LAST MEETING

The Walmer in Bloom Minutes of the meeting, held on Tuesday 21st of July 2020, were approved as a correct record and will be signed by the Chairman at the earliest convenience

1397. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA.

Mins 1388 iii) Cllr S Le Chevalier requested an update from the Assistant Clerk.

RESOLVED: - The Assistant Clerk had liaised with the Clerk regarding the email from Kent Highways. The committee agreed that the Assistant Clerk request further information from Dover District Council and update members with any information

1398. HAWKSHILL

i) To receive a verbal report from Cllr D Thompson

Cllr D Thompson suggested that the volunteers should meet weekly now. The volunteers and himself have carried out various tasks including rubbish clearance and clearing footpaths etc.

RESOLVED – Members agreed to note

ii) To receive information regarding mins 1378 – if a meeting was carried out at Hawkshill

RESOLVED – The Assistant Clerk asked if a meeting had yet been carried out with Cllr D Thompson, Mr R Oram and Cllr B Pitcher? Cllr B Pitcher and Mr R Oram apologised that this meeting has unfortunately not successfully been arranged yet but will meet up as soon as possible.

iii) To review a copy of the Working Group yearly planner and discuss any work to be carried out

RESOLVED – The Assistant Clerk advised members that Leaf and Rhino have still not carried out the specified work that we are aware of yet. Rhino have advised council that the grass cut of the plateaux will happen in September and Leaf have now given a date of the 8th/9th of December for the hand cutting of the hedge.

iv) To receive October 2020 inspection report to consider any work necessary

Cllr D Symonds advised members that after reviewing the Assistant Clerks inspection report, he has made safe the collapsed fence adjacent to car park and is no longer of any risk to the public.

Cllr D Thompson advised members that he had arranged a meeting with the gardener at Walmer Castle to assess the overhanging trees as also recognised in the Assistant Clerks inspection report.

1399. BUDGET

Members received a budget update for 2020/2021

RESOLVED: Members agreed to note

1400. LOCAL CAMPAIGN 2020

A) FLORAL DISPLAYS

To consider the following: -

i) Summer bedding clearance and winter planting proposals

Members noted there was sufficient funds available to be allocated for purchasing plants/compost for the planters.

The plants/compost would need to be allocated to specific planters within the Walmer Parish.

RECOMMENDATION: That Members carry out winter planting to their own time scale and purchase plants up to a value of £30 per planter for all winter planting.

ii) To Consider: -

Cllr D Thompson & Cllr D Symonds informed members of their New proposal at Drill Field

RESOLVED: That Cllr D Symonds and Cllr D Thompson advised members that they had met up at the site and will defer this item till the next agenda in order to provide more exact details

iii) To Consider: -

Members considered a quotation from Plantscape Ltd for a new larger planter at the entrance to the Drill Field at a cost of £769.25 + Vat plus £35 for delivery

RECOMMENDATION: Members agreed that the That the quotation from Plantscape Ltd for a new larger planter at the entrance to the Drill Field at a cost of £769.25 + Vat plus £35 for delivery be accepted

B) KEY ACTIVITY DATES

Members received an updated copy of the Campaign's key activity dates for 2020.

RESOLVED: Members agreed to note

C) REVIEW OF CAMPAIGN 2020

Members reviewed different aspects of the campaign and consider any changes to be made in 2020: -

i) Publicity, to receive local press release

RESOLVED: Members agreed to note and agreed it was worth the wait

ii) Youth projects – School Poster Competition

RESOLVED: The Assistant Clerk advised members that all pupils have now received a certificate in this year's school poster competition. We were also advised that all pupils were made up with the certificates this year from The Downs school

D) LOCAL COMPETITION

i) To receive a report detailing competition statistics.

RESOLVED: The Assistant Clerk advised members that the exact number of commended certificates delivered is not feasible, as all members either delivered more than their allocation or returned some to the office. The Assistant Clerk would guess around 300. The Assistant Clerk also advised members that 24 gardens went through to the final

- ii) To offer feedback on this year's judging process, such as area designation, Categories, number of rounds and certificate distribution, and to make suggestions for improvement

All members agreed that the new competition category 'Wildlife Friendly' was greatly received by residents and councillors.

RESOLVED: Mr R Oram suggested that next year the committee provides residents with 'Wildlife Friendly' guidelines to help promote this category

- iii) The Assistant Clerk suggested to members a bunch of flowers be sent to the RHS external Judge Mrs J Doulton a token of appreciation for assisting the committee remotely this year

RESOLVED: Members agreed to this lovely gesture

RECOMMENDATION: That the Assistant Clerk purchases a bunch of flowers and has them delivered to Mrs J Doulton at a cost of up to £40.00

1402. ISSUES FOR INCLUSION ON NEXT AGENDA

- a. Cllr D Thompson and Cllr D Symonds would like to add to the next agenda a new project at the Drill field including costings and plans
- b. Access road for Hawkshill
- c. Sponsorship of Planters.

1403. DATE OF NEXT MEETINGS

Zoom Online Walmer in Bloom meeting of Walmer Parish Council on Tuesday the 12th of January 2021 at 19:00

The meeting closed at 20:05pm.

Signed _____

Dated _____

Admin - Walmer Parish Council

From: Assistant Clerk - Walmer Parish Council <assistantclerk@walmercouncil.co.uk>
Sent: 06 January 2021 12:24
To: Assistant Clerk - Walmer Parish Council
Subject: FW: Unauthorised Encampments

Follow Up Flag: Follow up
Flag Status: Flagged

From: Rebecca Walledge <Rebecca.Walledge@DOVER.GOV.UK>
Sent: 27 November 2020 15:21
To: walmerparish@btconnect.com
Subject: Unauthorised Encampments

Dear Walmer Parish Council,

Dover District Council has reviewed the policy and updated our website in relation to Unauthorised Encampments. To view this please see the following link;

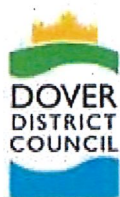
<https://www.dover.gov.uk/Community/Unauthorised-Encampments/Unauthorized-encampment.aspx>

As part of this update we have created a leaflet for private landowners providing advice and information which can be viewed here;

<https://www.dover.gov.uk/Community/Unauthorised-Encampments/PDF/Unauthorised-encampments-leaflet.pdf>

If you would like any hard copies of the leaflet please let me know and how many copies you would like and I can deliver them to you.

Many thanks,
 Rebecca



Rebecca Walledge
Community Development Officer
 White Cliffs Business Park, Dover CT16 3PJ
 Tel: 01304 872218
 Mob: 07922386421
 Email: rebecca.walledge@dover.gov.uk
 Web: dover.gov.uk



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PREVENTION IS THE BEST FORM OF ACTION

To prevent encampments arriving on your land, ensure that it is secure.

Safeguard your property by fencing or gating off open spaces to stop anyone accessing your land.

CONTACT US

If you have an encampment on your land please contact us as well as the agencies on the back of this leaflet. The Council may be able to offer support, advice and assistance.

Providing us with the information will also mean that we can help our district in the future.

We can be contacted by phone 24 hours a day, 7 days a week on the following number:

01304 872220
or report online at:
**dover.gov.uk/unauthorised_
encampment**

FOR MORE INFORMATION

**dover.gov.uk/unauthorised_
encampment**



UNAUTHORISED ENCAMPMENTS

USEFUL CONTACTS

COMMUNITY SERVICES AT
DOVER DISTRICT COUNCIL
cctv@dover.gov.uk

KENT POLICE
kent.police.uk
or report via phone on 101

CITIZENS ADVICE BUREAU
Telephone: 01304 202442 or 0344 848 7978
or visit www.citizensadvice.org.uk

OR CONTACT YOUR SOLICITOR

ADVICE & INFORMATION FOR PRIVATE LANDOWNERS



RESPONSIBILITIES

If you have an unauthorised encampment on land that you own or occupy, it is your responsibility to remove an encampment. Dover District Council will deal with encampments on its land, as will Kent County Council. Kent County Council will also deal with highway land.

Should gypsies or travellers arrive and camp on your land, it is your responsibility to manage the situation and remove them.

ACTIONS TO TAKE

In the first instance, speak to the gypsies or travellers and ask what their intentions are and how long they plan to stay. You should make it clear that it is your land and that they do not have your permission to stay there. If the group does not move on, seek legal advice.

If you feel you cannot engage with the group, please contact us or Kent Police for assistance.

NEXT STEPS

If you are unable to negotiate a time to vacate the land with the gypsies or travellers, you may need to obtain a court order to remove them from your land. You should seek advice from a Solicitor or the Citizens Advice Bureau at this stage.

Potential actions:

- Issuing a claim form and particulars of claim
- Seeking a possession order in the County court.

Usually once an order has been granted and served gypsies and travellers will vacate the area. Court Orders granted by the County Court will be enforced by Court Bailiffs.

The process of dealing with trespassers is carried out under Part 55 of the Civil Procedure Rules.

KENT POLICE

It is widely believed that trespass is dealt with by the police. However, trespass on private land is a civil matter and dealt with through the County Court. Therefore, where an encampment is peacefully occupying land the police cannot remove them from land. The only exception to this is where the police can use their powers under Section 61 of the Criminal Justice & Public Order Act 1994.

These powers will only be used where authorised and where those in occupation have caused damage, used threatening, abusive or insulting words or behavior or they have six or more vehicles on the land in question.

Even though the police cannot usually remove encampments, they will be made aware of the location and will still be able to deal with crimes committed, such as criminal damage and anti-social behavior.



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8 The Strand, Walmer, Deal, Kent, CT14 7DY

Tel: 01304 362363

Web site: www.walmercouncil.co.uk E-mail: clerk@walmercouncil.co.uk



Mr S Chapman
Chapman Landscapes and Garden Contractors
8 Kennedy Drive
Walmer
Kent CT14 7TQ

6th January 2021

Dear Simon

Walmer in Bloom Specification 2021

The Walmer in Bloom Committee will be pursuing a full campaign of activities for 2021. We would therefore welcome your quotation for the maintenance contract for this year. The responsibilities for 2021 would include:

- i) An initial weed killer treatment, at the beginning of the contract in May, on the area adjacent to the Lifeboat House and at the fountain. Owing to the proliferation of weeds in this area, the Committee would like the initial treatment followed by a monthly review of regrowth and clearance of these locations, in addition to extracting any significant growth during watering of the wooden troughs at the fountain. Furthermore, specific clearance would be required:

During the week before the Marines Concert (if it goes ahead due to Covid19 restrictions) in July 2021 and when the baskets are taken down in September.

- ii) Collection/delivery from Youngs Nursery, erection, maintenance and watering* of 56 hanging baskets along The Strand, and promenade.
- iii) Maintenance and watering of all floor standing floral displays including the troughs around the fountain, three times a week.

The Committee would also like you to include the planter in the Drill Field entrance in the regular maintenance and watering sessions.

With regard to watering, the Committee would like to stress the need for three watering sessions per week for the baskets, planters and troughs. Despite implementing measures to aid water retention in 2008, the committee had noticed that the planters tended to dry out very quickly and would be very grateful if they could be given a thorough soaking during watering sessions. They would also like you to continue watering the Paddling Pool planters from the top of the unit rather than via the reservoir at the bottom.

Our aim would again be to have the displays up in time for the May Bank Holiday weekend. Again we would hope for a 14-16 week season, (maximum) as long as the planting is still viable. I would be most grateful for receipt of your quotation in advance of our next meeting to be held on **25th February 2021.**

Yours sincerely

Sarah Plews
Assistant Clerk

WALMER IN BLOOM – KEY ACTIVITY DATES 2021

Members select summer planting quantities	January
Order Spring/Summer Planting	January
Letters sent out to Sponsors	February
School Poster Competition runs for 5-6 weeks. Entries circulated amongst committee members to shortlist winners.	Early February – March
Final judging for Poster Competition.	?? of April meeting
Order publicity leaflets	End of April
Letters sent out to businesses.	Mid May
The Downs CE School & Parochial CE School presentation. At presentations, deliver publicity material for distribution via book bags.	<i>(10th of June & 6th June) 2019 years dates</i>
Floral displays mounted on lampposts along The Strand and on seafront.	Last Bank Holiday weekend in May or early June
Poster Competition press release to local media.	Early June
Delivery of publicity flyers to shops, library etc. /press release local media advertising Local Garden Competition.	Mid June
Business Prize collection	July
Preliminary judging week commencing ?? of July 2020	
Final judging	July/August
Press Release – Local Garden Competition results.	TBC
Presentation date at Sea Scout Headquarters.	TBC
Floral displays taken down.	Third week in September



WALMER IN BLOOM 2021 **PUBLICITY IMAGE BRIEF**

We are again looking for one strong image which can be incorporated into our publicity leaflet and used on certificates.

Artwork

Artwork should not be computer generated and should preclude the use of stencils. We are especially looking for the originality of a colourful design that the children themselves have created.

The artwork should be such that the image will work well in black or white or in full colour.

Strong borders/lines around the images make it easy to reproduce them in black and white and we test out the shortlist this way before making a decision on the winner.

Size

The image should be submitted on A4 size white paper and be in *portrait* format.
No text is required on the picture.

Age Groups

Years 1-3 (KS1)
Years 4-6 (KS2)

All children entering will receive a certificate and a special prize will be awarded to the winning entrant in each age group. The best image, irrespective of age group, will be selected for use on all publicity materials.

Name/Class/Age

Each entry should be clearly marked on the back with the name, age and class of the child.
If the class teacher is able to submit a class list (omitting any child away on the day) this would be very helpful as it is always difficult to decipher a few!

We do aim to get the names right and fully understand that the children and their parents want to have the names on their certificates spelt correctly. We also want to avoid children not receiving a certificate because there was no name on the entry.

Submission of entries

Entries need to be submitted to the Assistant Clerk, at the address shown on our letterhead, by **Wednesday 10th of March 2021**. The entries will be presented to the Walmer in Bloom Committee and judged shortly after the closing date.