



62 The Strand, Walmer, Deal, Kent, CT14 7DP

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Dated this 22nd January 2026

To Councillors: Tony Grist, Adrian Friend, Louise Ludwig, Diana Richardson, Mark Simpson, Elinor Crockford.

You are hereby summoned to attend a meeting of the **EVENTS COMMITTEE** to take place on **Wednesday 28th January 2026 at 5.30pm – 62 The Strand, Walmer.**

Roland Aldred

Town Clerk

AGENDA

1. WELCOME AND 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 agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that 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 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 their 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. OPENNESS & TRANSPARENCY.

To remind those present of the following: -

The right to record, film and to broadcast meetings of the council, committees and sub committees is established following the Local Government Audit and Accountability Act 2014. This into the rights of the press and public to attend such meetings. While those attending meetings are deemed to have consented to the filming, recording, or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998. Any person or organisation choosing to film, record or broadcast meetings of the Council or a committee is responsible for any claims or other liability from them so doing.

4. MINUTES OF THE PREVIOUS MEETING.

To approve the minutes of the meeting held on Wednesday 19th November 2025. Attach 1

5. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA.

6. EVENTS BUDGET

- i. To receive the Events Budget 2025-26. Enc 1
- ii. To receive the agreed Events Budget for 2026-27. Enc 2

7. REVIEW CHRISTMAS CAROLS & CLASSICS EVENT DECISION 2025

- i. To discuss feedback received regarding the decision to pause the 2025 Christmas event.
- ii. Members to decide whether to move forward with an event for December 26.

8. CHILDREN'S FESTIVAL 2026

- i. To receive an update report from Events Officer. Attach 2

9. FUTURE/OTHER EVENTS.

- i. Outdoor Gym launch event 2026.
- ii. To receive further detail re DDC Armed Forces Day event for 2026.

10. DATE OF NEXT MEETING.

Wednesday 25th March 2026 @ 5.30pm.



WALMER TOWN COUNCIL
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DRAFT Minutes of the Events Committee held on Wednesday 19th November 2025 at No. 62 The Strand, Walmer at 5.30pm.

Present: Cllr Diana Richardson (Vice-Chairman chairing the meeting), Cllr Louise Ludwig and Cllr Adrian Friend.

Officer Present: Lynne Simmons, Events Officer.

353. APOLOGIES FOR ABSENCE.

Cllrs Simpson, Crockford and Grist offered apologies which were accepted.

354. DECLARATIONS OF INTEREST.

No interests were declared.

355. OPENNESS AND TRANSPARENCY.

The Chairman reminded those present of the terms of openness and transparency.

356. MINUTES OF THE PREVIOUS MEETING.

Members considered the minutes of the meeting held on Thursday 16th October 2025.

Cllr Richardson requested that the word "once" be removed to accurately report the action agreed previously under Event Planning Brocante point ii.

RESOLVED – That the minutes be updated with the requested change and then taken as a true and accurate record.

Proposed by Cllr Friend

Seconded by Cllr Richardson

For 3 Against 0 Abstain 0

357. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA.

Cllr Friend reiterated his previous concerns over the traffic management of cars exiting Walmer Green at the end of the Brocante event. Cllr Richardson assured Cllr Friend that his concerns had been discussed in the meeting which took place on 16th October 25, and changes to both traffic management plans and volunteer instructions had been agreed in readiness for the event in 2026.

358. EVENTS BUDGET.

i. Events budget 2025/26.

Members received the Events Budget for 2025/26.

NOTED

359. FUTURE/OTHER EVENTS

i. Community Awards Evening

Members discussed several options which would enable the council to recognise and thank local volunteers in the community.

RESOLVED – A proposal was made for the officer to contact other local volunteer organisations to explore the possibility of Walmer Town Council offering support/sponsorship/awards to recognise volunteers in our community.

Proposed – Cllr Friend

Seconded – Cllr Ludwig

For 3 Against 0 Abstain 0

ii. Outdoor Gym launch event

Cllr Ludwig provided a detailed update of the proposed outdoor gym launch event.

RESOLVED – Members agreed to hold a launch event for the Outdoor Gym.

Proposed – Cllr Ludwig

Seconded – Cllr Friend

For 3 Against 0 Abstain 0

iii. The DDC Armed Forces Day

The DDC Armed Forces Day event for 2026 was not discussed and will be carried forward to the next Events committee meeting.

360. CHILDREN'S FESTIVAL 2026

i. Members discussed the update report provided and noted the progress made.

The officer sought approval to proceed with the following bookings:

Junk Orchestra £926 (plus VAT), Circus Sensible £430 (plus VAT), and Bizzie Lizzie's Face Painting £225.

RESOLVED – Members agreed to proceed with all above bookings.

Proposed – Cllr Richardson

Seconded – Cllr Ludwig

For 3 Against 0 Abstain 0

Members discussed the options within Applause Rural Touring's Outdoor catalogue which has now been released.

RESOLVED – A proposal was made to proceed with two of the options presented:

Caspian's Storm and The Butterfly House.

Proposed – Cllr Richardson

Seconded – Cllr Ludwig

For 3 Against 0 Abstain 0

Members discussed the quote received from Rich Rhythms, £295 for 3 hours rolling drumming workshops at the event.

RESOLVED – Members agreed to proceed with this booking.

Proposed – Cllr Richardson

Seconded – Cllr Ludwig

For 3 Against 0 Abstain 0

Members discussed the email received from Mr Hawkes who has kindly offered his support should members be interested in discussing the potential involvement of East Kent Freemasons in the Children's Festival for 2026.

RESOLVED – Members wished to thank Mr Hawkes for his helpful suggestion but have decided to not to take this forward at this time.

Proposed – Cllr Friend

Seconded – Cllr Ludwig

For 3 Against 0 Abstain 0

Members discussed the quotes received from True Loos Ltd for the provision of portable toilets at both the Children's Festival £200 (plus VAT) and the Brocante £235 (plus VAT).

RESOLVED – Members agreed to proceed with bookings for both events in 2026.

Proposed – Cllr Richardson

Seconded – Cllr Friend

For 3 Against 0 Abstain 0

Members discussed the quotes received from Wantsum Medical Ltd for the provision of First Aiders at the Children's Festival £298.50 (plus VAT) and the Brocante £572.34 (plus VAT).

RESOLVED – Members agreed to proceed with bookings for both events in 2026.

Proposed – Cllr Friend

Seconded – Cllr Richardson

For 3 Against 0 Abstain 0

Members discussed the renewal of the PPL PRS Music Licence for £129.48 (plus VAT) which enables Walmer Town Council to hold two events annually.

RESOLVED – Members agreed to renew the annual licence at the above cost.

Proposed – Cllr Richardson

Seconded – Cllr Ludwig

For 3 Against 0 Abstain 0

361. DATE OF NEXT MEETING

Members discussed the timing of the next committee meeting currently scheduled for Wednesday 3rd December 2025.

RESOLVED – A proposal was made to cancel the meeting scheduled for Wednesday 3rd December 25 and for the next Events committee to be held on Wednesday 28th January 2026 (also scheduled).

Proposed – Cllr Richardson

Seconded – Cllr Friend

For 3 Against 0 Abstain 0

The Chairman closed the meeting at 18.20pm.

Signed

Date



Item: Children's Festival 2026

Date: 21/01/2026

Meeting: Events Committee meeting Wednesday 28th January 2026

From: Lynne Simmons

1. Activities and Bookings for 2026.

Paid for Activity	2025 Cost	2026 Budget	2026 Actual	Update
Applause Rural Touring	£650	£750	£950	Booked: Caspian's Storm The Butterfly House
Wheel2Wheel	£800	£750	£750	Booked and deposit paid.
Junk Orchestra	£895	£920	£926	Booked
Circus Sensible	£420	£430	£430	Booked
Anna's Face Candy	£225	£250		TBC in 2026.
Bizzie Lizzie's Face Painting	£225	£250	£225	Booked
Rich Rhythms		£500 provision	£295	Booked

2. Volunteer Organisations Approached for 2026

Organisation/ Activity	Update
Kent Kite Flyers	Confirmed
RNLI Walmer	Confirmed
Walmer Castle	Confirmed
Kent Fire & Rescue	Formal request completed online. Request confirmed as passed to Events team to assess resources available.
DAPA	Confirmed
Carnival Court	Confirmed
DJ (David Hawkes)	Confirmed
Goodwin Sands Trust	Will not be attending – they felt that the Trust's offering in 2025 wasn't really a good fit. Have offered an open invite if position changes closer to the event.
Deal Pirates	Confirmed
Deal HM Coastguard	Emailed – <i>follow up required</i>
Kent Police (Cadets & Sophie Bramble)	Sophie has confirmed she would like to attend. Mark Ball has also confirmed attendance. He has handed oversight of cadets to another officer so just waiting for final confirmation. <i>Follow up required</i> .
Deal First Responders	Confirmed
Community Roots Van	Confirmed
Family Hub	Emailed – <i>follow up required</i>
Deal Radio	Emailed – <i>follow up required</i>
Deal & Betteshanger Rugby Club	Still to contact

Members to note progress, officer to continue to follow up all organisations / individuals.

3. New Ideas for 2026 Festival

Deal Music & Arts

Officer met with Alice Wilkinson and Luke Styles from Deal Music & Arts to discuss whether a collaboration of some sort would work for both the Children's Festival and Deal Music & Arts Festival which is also starting that weekend.

Deal Music and Arts are keen to have an offshoot of the Walmer Children's Festival located outside St George's church to support their "town takeover" which is happening from 10.30am to 2.30pm on Saturday 4th July 26. They have asked if we could split one of our volunteer activities eg Pirates to set up an activity outside St George's – their view is that it would be the perfect taster for the Children's Festival and in return they would ensure people were signposted to the Children's Festival/ and could distribute programmes. They are not able to provide any activity or similar in return to be located on Walmer Green as part of the core festival.

Members to consider if the Children's Festival is able to realistically support the request made and decide if they wish to look at splitting one of our existing volunteer activities to support the Town Takeover event rather than offer all activities and entertainment on Walmer Green.

4. Catering Vendors

We have to date received confirmation from the following vendors:

Rich Aroma 21

KC's Confectionary

Tonibell

No response as yet:

Godmersham Grills – chased 21/1/26

Real Deal Roasters – chased 21/1/26

I also spoke to Rob Taylor (Godmersham Grills) to enquire about a contact for Lilian's Kitchen. He will come back to me once he has had a chance to talk to Andy (partner) as he personally is not aware of this vendor.

I have also emailed our local "SoulChef" plus a new Vegan Burger mobile unit who were advertising on facebook locally. No replies have been received from either individual as yet.

Officer will continue to explore other healthy food options to widen the food choices available at our events.

5. Resources & Budget

There is a sum of £200 set aside in the budget to enable the purchase of resources needed to support the event (stones for painting, top up of acrylic pens if needed and so on).

As the next Events committee meeting is not until Wednesday 25th March 26, members to consider delegating responsibility to officer for purchasing resources required up to £200.00.

Children's Festival	Length of Public Event - 12pm to 4pm (4 hours)			Comments
Date: Saturday 4th July 26	Income Budget £	Expenditure Budget £	Actual Spend £	
Food Vendors	-£300.00			4 vendors minimum
Staff Costs		£350.00	£350.00	10 hours @ time/half (1.5).
Wantsum Medical		£360.00	£298.50	Medics x 2 based on 2025 charge
Toilets - True Loos		£200.00	£200.00	2 standard/1 disabled Estimate
Hire Walmer Green (DDC)		£110.00	£110.00	£70 hire est + £40 new admin charge
Advertising		£30.00	£30.00	Facebook Boost
Kent Kite Flyers		£0.00	£0.00	Confirmed no charge
Bike stunt show		£750.00	£750.00	Wheel2Wheel Confirmed cost
Junk Orchestra		£920.00	£926.00	Confirmed cost
Circus Skills Workshop		£430.00	£430.00	Confirmed cost
Face Painter x 2		£500.00	£450.00	£225 booked Bizzie Lizzie
Applause Rural Touring		£750.00	£950.00	Confirmed cost
Event resources		£200.00	£200.00	pebbles for painting, pens etc
Carnival Marshalls		£100.00	£100.00	
Food for volunteers		£50.00	£50.00	
New activities/entertainer		£550.00	£295.00	Rich Rhythms - NEW
Totals	-£300.00	£5,300.00	£5,139.50	