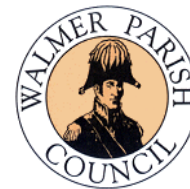


WALMER PARISH COUNCIL
8 The Strand, Walmer Deal, Kent CT14 7DY

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



Dated this 1st June 2021

To Councillors: Mrs M Beard Gould, G Bearman, P Heath, D Thompson, C Weale
CC: Richard Styles, Clerk

REPORT by Joanne Watson, Admin Assistant

Events Meeting – Monday, 7 June 2021 – cancelled.

1. BROCANTE – Bank Holiday Monday, 30 August 2021

a) Event Management Plan

This document required by Dover District Council to be completed and returned has been printed and passed to the Clerk for completion and will be forwarded to Dover District Council once completed.

b) Risk Assessment Document

This document required by Dover District Council to be completed and returned has been printed and passed to the Clerk for completion and will be forwarded to Dover District Council once completed.

c) Stewarding guidelines

This document required by Dover District Council to be completed and returned has been printed and passed to the Clerk for completion and will be forwarded to Dover District Council once completed.

d) Site Plan

This document required by Dover District Council to be completed and returned has been printed and passed to the Clerk for completion and will be forwarded to Dover District Council once completed.

e) Caterers

The following caterers have been booked for the Brocante and payments have been requested from some as detailed below:

	Emailed for Payment
Bessie the Caravan (tea/cake)	Yes 25/05/21
Dine Alfresco (Chips/burgers etc)	Yes 25/05/21
Sumac Levantine (Vegan)	Yes 25/05/21
The Candy People	
Nobbs Ice Cream	

We still need an additional caterer to provide hot food like Pizza. (Dough Dough Pizza is not available). Please let me know if you have any suggestions for people for me to contact.

f) Pitch Bookings

We currently have **24 large pitches** (70 in total) available and **15 regular pitches** (77 in total) available to still sell. I will advertise these.

g) External Marshalls

I will discuss with Richard to get an external organiser to provide Marshalls for the day to assist Council staff. I will contact Mark 1 Security (who Richard used at Ramsgate) in the first instance.

h) P Wave Medical Ltd

A 10% deposit has been paid. Total invoice £264.00. Cover from 6.30 am to 4 pm.

i) Four Jays Group

A 25% deposit has been paid. Total invoice £673.20. Delivered on Monday, 30 August 8 am and collected same day.

j) Advertising the Event

We need to start advertising the event. I can print some posters/leaflets off for the Councillors to distribute at the next Council meeting. I will also re-add to Facebook and enquire for costs for adverts in the East Kent Mercury. Posters can also be put up in local shops/cafe's.

2. HERITAGE OPEN DAYS

Postponed until 2022.

3. CHILDREN'S FESTIVAL

Postponed until 2022.

4. CAROLS BY TORCHLIGHT

Saturday, 18 December 2021 – Rev Seth Cooper is happy with this date. We are not able to use the bandstand as they have a tree on it. Cllr Mrs M Beard-Gould has contacted Peter Cook, Deal Music and Arts and they are interested in working with us and local children.

5. DATE OF NEXT MEETING

Monday 5 July 2021, 7 pm