



WALMER TOWN COUNCIL

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Minutes of the Events Committee held on Tuesday 30th January 2024 at No. 8 The Strand, Walmer at 5.30pm.

Present: Mrs Marguerite Beard-Gould (Chairman); Cllr Tony Grist; Cllr Louise Ludwig, and Cllr Diana Richardson.

Officers Present: Lynne Simmons – Administration officer.

446. WELCOME AND APOLOGIES

Cllr Friend offered apologies.

Cllr Simpson offered apologies due to family reasons.

Mr Thompson offered apologies due to other commitments.

447. DECLARATIONS OF INTEREST

No interests were declared.

448. OPENNESS AND TRANSPARENCY

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

449. MINUTES OF THE PREVIOUS MEETING

Members considered the minutes of the meeting held on 5th December 2023.

RESOLVED – That the minutes be taken as a true and accurate record.

Proposed by: Cllr Ludwig

Seconded by: Cllr Grist

450. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

None.

451. CAROLS ON THE GREEN 16TH DECEMBER 2023 EVENT REVIEW

- i. Members discussed feedback received from the survey which had been sent to all councillors who had attended the event. The Chairman observed there were valid and useful points received. The officer reported that social media responses received were related to the children's performance and all were positive. Members will consider the feedback when planning the Christmas event for 2024.

NOTED.

ii. Members discussed ideas for a Christmas event in 2024. As part of this item, the following points were discussed:

- The officer was asked to obtain quotes for the hire of a large marquee, big enough to host an event within the space on Walmer Green directly adjacent to the Sea Café.
- Cllr Ludwig offered to have a conversation with the owner of The Sea Café (Pete St Ange) to identify what changes/improvements may be welcomed for a future event.
- Cllr Ludwig offered to approach a member of the Bandstand Trust to seek clarification over potential use (or not) of the Bandstand for a future Christmas event. The Chair explained that the decision not to allow the use of the Bandstand at Christmas had been made during previous discussions between the Chair of the Trust and WTC.

A proposal was made to move forward the Events committee meeting originally scheduled for Tuesday 26th March 2024 to Tuesday 5th March 2024, 5.30pm at No.8 the Strand, to address the need to make firm decisions regarding the details of the Christmas 24 event as soon as possible.

RESOLVED.

Proposed by: Mrs Beard-Gould, Chairman

Seconded by: Cllr Ludwig

The officer was asked to email all members of the Events Committee to advise them that a final decision on the Christmas Event for 2024 will be made at the rescheduled meeting and that they need to bring all ideas with them to this meeting.

NOTED.

452. DEAL, KINGSDOWN AND WALMER REGATTA

- i. Members noted the feedback from Full Council regarding the approval for Walmer Town Council's support for the Teddy Bears picnic in July 24.
- ii. Members discussed the request from Deal Regatta to organise a Walmer Town Council specific event for the 200th Regatta anniversary/30th anniversary of the Royal Marines leaving Deal, within the extended Regatta plans for 2026. Members agreed that Walmer Town Council would support the Regatta celebrations already planned but that a WTC specific event would not be organised.

RESOLVED.

Proposed by: Mrs Beard-Gould, Chairman

Seconded by: Cllr Ludwig

- iii. Members discussed the email recently received from Downs Sailing Club with regards to the planning underway for the 2026 NSSA Sailing Regatta. Members agreed that Cllr Grist should request to attend the forthcoming meeting with DDC, diary and invitation permitting, to ensure Walmer Town Council stay fully aware of all plans.

RESOLVED.

Proposed by Cllr Ludwig

Seconded by Mrs Beard-Gould, Chairman.

453. EVENT PLANNING FOR CHILDRENS FESTIVAL 2024

- i. Members discussed options presented for different activities/costs provided by The Creation Station. Questions were raised, including how eco-friendly the materials used are, what space or other items of equipment (eg marquee) would be required at the event. A proposal was made for Walmer Town Council to invest in a combination of the activities offered by The Creation Station for the Children’s Festival, subject to satisfactory samples of the options being received and reviewed.

RESOLVED.

Proposed by: Mrs Beard-Gould, Chairman

Seconded by: Cllr Richardson

The officer was actioned to approach The Creation Station to request samples of the products and to discuss session set up and delivery in more detail.

NOTED.

- ii. The officer provided an update on the food and drink vendors for the Children’s Festival. To date, Tonibell (ice cream van) is confirmed, whilst Southeast Burgers and Godmersham Grill have both expressed an interest. The officer has been unable to contact Mobile Pizza Kitchen (2023 vendor).

The officer was actioned to research different choices to include vegan, healthy and locally sourced options and present to committee at the next meeting.

NOTED.

- iii. Members reviewed the options presented for a poster to be used as part of the promotional material. The officer was actioned to make minor changes to the updated 2024 version of the poster (includes images of a juggler, cyclist and face painting replacing the balloon images originally in the background).

NOTED.

454. EVENT PLANNING FOR BROCANTE 2024

- i. Members discussed the pitch sizes and layout for Brocante 2024. All members agreed that Option 3 is the preferred option with the slightly narrower, increased depth for each pitch. Members also agreed that portable toilets should be placed in one block at the end of the site near to the Lifeboat Station. It was also agreed that the food/drink vendors concentrated in one area would help with waste management and enable vendors to set out tables and chairs should they so wish.

RESOLVED.

Proposed by: Cllr Richardson

Seconded by: Cllr Ludwig

- ii. Members observed that the security team in 2023 were generally underutilised, whilst recognising there is a requirement for a security presence at the event. The officer was actioned to investigate and confirm the minimum number of personnel required on the day.

NOTED.

455. FUTURE EVENTS 2024.

- i. Members reviewed the proposed designs and colours for two new 10' x 3' banners (one for Children's Festival and one for Brocante). Members agreed to both designs, with the Children's Festival banner to be bright green in colour and the Brocante banner to remain the existing blue/teal colour.

RESOLVED.

Proposed by: Mrs Beard-Gould, Chairman

Seconded by: Cllr Richardson

The officer was actioned to make alterations to the footer of both banners (location only to remain) before obtaining quotes to be presented back to committee for approval.

NOTED.

- ii. Members reviewed design options for Information signage to be used at events. All agreed that the signage should all be a standard design; printed on a background of bright yellow, large black lettering and directional arrows where necessary.

RESOLVED.

Proposed by: Cllr Richardson

Seconded by: Cllr Ludwig

- iii. Members briefly discussed some ideas for future events. Cllr Grist observed that he had received feedback to indicate an additional Brocante event held in May (as well as August) may be well received. Cllr Ludwig suggested the idea of a public engagement "tent" at each event showcasing the work of the council.

456. DATE OF NEXT MEETING

Tuesday 5th March 2024 @ 5.30pm

The Chairman closed the meeting at 19.05pm

Signed

Date