



**WALMER TOWN COUNCIL**

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**DRAFT Minutes of the Events Committee held on Wednesday 19<sup>th</sup> 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 16<sup>th</sup> 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 16<sup>th</sup> 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 3<sup>rd</sup> December 2025.

**RESOLVED** – A proposal was made to cancel the meeting scheduled for Wednesday 3<sup>rd</sup> December 25 and for the next Events committee to be held on Wednesday 28<sup>th</sup> 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 .....