

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

Tel/Fax: 01304 362363

Web site: [www.walmercouncil.co.uk](http://www.walmercouncil.co.uk) E-mail: [clerk@walmercouncil.co.uk](mailto:clerk@walmercouncil.co.uk)



Dated this 1st day of October 2020

To All Councillors

You are hereby summoned to attend a meeting of **WALMER PARISH COUNCIL** to be held on **Wednesday 7 October 2020 via Zoom video conferencing at 7pm (waiting room opens at 6.30pm)**

Join Zoom Meeting

<https://us02web.zoom.us/j/2245729770?pwd=OFB3WnFNMXY3SnF6Zk5mTUtBaVF2Zz09>

Meeting ID: 224 572 9770

Password: 294456

Phone (free of charge) 0203 695 0088

If you experience technical difficulties immediately prior to or during the meeting please call the office mobile on 07828 221924 and either the Admin Assistant or the Assistant Clerk will be able to help you.

Mrs Kirsty Holroyd  
Clerk to the Parish Council

\*\*\*\*\*

**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.
  3. **OPENNESS AND TRANSPARENCY**  
To remind those present of the right to record, film and to broadcast meetings of the council, committees and sub committees.
  4. **CHAIRMAN'S REPORT**
  5. **MINUTES**  
To approve the minutes of the extraordinary meeting held on Wednesday 30 September 2020.
- Attach 1**
6. **MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA**
  7. **QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF WALMER**
    - i) To agree to suspend the meeting for up to 15 minutes to allow discussion with members of the electorate of the Parish of Walmer present at the meeting.
    - ii) To receive a report from the KCC and DDC Members for Walmer
  8. **CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS**
    - i) To receive any information from PCSOs and Community Wardens

ii) Monthly Surgeries: currently suspended

**9. WALMER IN BLOOM**

To receive the report of the Chairman and the draft minutes of the meeting held on Tuesday 15 September 2020

**Attach 2**

**10. PLANNING COMMITTEE**

i) To receive the report of the Chairman and the draft minutes of the meeting held on Tuesday 8 September 2020

**Attach 3**

**11. AMENITY & ENVIRONMENT GROUP**

i) To receive the report of the chairman and the draft minutes of the meeting held on Wednesday 16 September 2020

**Attach 4**

ii) To consider a request from the Climate Emergency Working group that £4000 be allocated as match funding towards the KCC Parishes EV Charging points scheme

**Attach 5**

**12. REPORT OF THE CLERK**

i) To receive an update on key issues over the last three weeks

ii) To receive an update on the co-option process and agree a date for a Human Resources Committee meeting to review the applications

iii) To receive an update on the new web-site

**13. FINANCIAL ISSUES**

i) To receive the report of the Responsible Financial Officer and consider payments and orders as detailed.

**Attach 6**

ii) To receive confirmation that the Annual Governance and Accountability Return has been concluded by the external auditor with no issues arising.

**14. PUBLIC CONSULTATION – BORROWING APPROVAL**

To receive a template document from MHCLG regarding the public consultation and consider additional information to be added to the leaflet to assist local residents and inform their decision.

**Attach 7**

**15. DATE OF NEXT MEETING**

Wednesday 4 November 2020 at 7pm via Zoom.

## **WALMER PARISH COUNCIL**

**DRAFT Minutes of the Extraordinary Meeting of Walmer Parish Council held on Wednesday, 30 September 2020 via Zoom Video Conference. DRAFT Minutes of the Extraordinary meeting of Walmer Parish Council held on Wednesday, 30 September 2020 via Zoom Video Conference.**

### **Present Councillors:**

J Murray  
M Eddy  
P Heath  
D Thompson

Miss Herring  
B Gardner  
P St Ange  
J Lonsdale

Mrs Beard-Gould  
Mrs Le Chevalier  
D Symons

### **Officer Present:**

Mrs K Holroyd (Clerk)

Ms S Plews & Mrs J Watson (Technical support)

### **5981. APOLOGIES FOR ABSENCE**

Apologies with reason were accepted from Cllr B Pitcher.

### **5982. DECLARATIONS OF INTEREST**

None received

### **5983. OPENNESS AND 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 is in addition to 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 2018.

Any person or organisation choosing to film, record or broadcast any meeting of the Council or a committee is responsible for any claims or other liability from them so doing.

### **5984. MINUTES**

Members considered the minutes of the meeting held on Wednesday 9 September 2020. Cllr Gardner and Cllr Mrs Le Chevalier were listed as present but in fact had been absent. Cllrs Heath and Lonsdale were listed as absent but in fact were present.

**RESOLVED: That with these amendments the minutes of the meeting held on Tuesday 9<sup>th</sup> September 2020 be approved as a correct record and will be signed by the Chairman at the earliest opportunity.**

## 5985. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

There were no matters arising.

Councillor Murray gave some housekeeping rules and guidelines for the smooth running of the meeting. The Clerk confirmed that members of the public had been given information whilst still in the waiting room letting them know that questions could be submitted via the chat function to the host and would be read out at the chairman's discretion.

## 5986. PURCHASE OF FREEHOLD PROPERTY FOR THE PURPOSE OF PARISH OFFICES

- a) Members received and considered the Clerk's report to Council.

Since members had received the report well in advance of the meeting and had not submitted any questions as invited, the Chairman took the report to be noted.

- b) Members received and considered the Clerk's financial report to Council.

Since members had received the report well in advance of the meeting and had not submitted any questions as invited, the Chairman took the report to be noted.

A lively discussion then ensued, and each councillor was given the opportunity to speak. The Clerk also read out several comments and questions from the DDC and KCC councillors present Cllrs Vinson and Murphy.

- c) Members considered whether to vire the ringfenced funds currently allocated to the Hawkshill Conservation Project to the purchase of 62 The Strand.

**RESOLVED: Cllrs agreed to vire the ringfenced funds allocated to the Hawkshill Conservation Project currently totalling £14755 to the purchase of 62 The Strand.**

**Agreed by Cllrs J Murray, M Beard-Gould, M Eddy, B Gardner, S Le Chevalier, J Lonsdale, P St Ange, D Symonds.**

**Opposed by Cllrs P Heath, A Herring & D Thompson.**

- d) Members considered making a borrowing approval request to the Ministry of Housing, Communities and Local Government.

**RESOLVED: Council decided to make a borrowing approval request to the Ministry of Housing, Communities and Local Government.**

**Agreed by Cllrs J Murray, M Beard-Gould, M Eddy, B Gardner, S Le Chevalier, J Lonsdale, P St Ange, D Symonds.**

**Cllr P Heath objected.**

**Cllrs A Herring & D Thompson abstained.**

## 5987. IF COUNCIL AGREES TO THE PRINCIPLE OF BORROWING:

- a) Members considered and agreed the length of the term and the amount of the loan.

**RESOLVED:**

- i) That the Council seek to borrow £250,000.**

Agreed by Cllrs M Beard-Gould, M Eddy, B Gardner, S Le Chevalier, A Herring, J Lonsdale, J Murray, P St Ange, D Symons & D Thompson.  
P Heath objected.

ii) That the Council seek to borrow the money over 20 years.

Agreed by M Beard-Gould, M Eddy, B Gardner, S Le Chevalier, J Lonsdale, P St Ange, D Symonds.

Cllrs D Thompson, J Murray & A Herring objected (preferring a term of 25 years)  
Cllr P Heath objected.

b) Members considered the type of loan: Annuity or EIP (Equal Instalments of Principle)

**RESOLVED:** The EIP loan was agreed by Cllrs M Beard-Gould, M Eddy, A Herring, S Le Chevalier, J Lonsdale, J Murray, P St Ange, D Symonds & D Thompson.  
P Heath objected, and B Gardner abstained

Councillors noted from the Clerk's financial report that borrowing of £250,000 over 20 years would attract a fixed interest rate (currently 2.41%) and require loan repayments of £16,025 per annum fixed for the term of the loan. These repayments would be added to the annual precept demand.

c) Members considered the effect of a £16,025 increase would have on the precept and measured it using the Band D equivalent amount.

**RESOLVED:** Councillors noted that a loan of the agreed amount and term would necessitate an increase of £5.42 on the Band D equivalent council tax – currently £48.66 per annum. This is equal to a rise of 11.1%. Members noted that this amount still falls well below other local councils in the District.

d) Members received information concerning a public consultation and noted that borrowing is subject to demonstration of the support and approval of the local electorate. They discussed the relative merits and pitfalls of various methods of conducting surveys.

**RESOLVED:** All members voted for a door to door hand delivery leaflet/survey to be posted through every property in Walmers door. All in favour.

The Clerk agreed to put as an agenda item for the next Council meeting the design and information content of the leaflet although it would not be possible to have a document ready for approval at that meeting due to time constraints.

e) Members considered appointing a valuer for an independent valuation and a condition survey.

**RESOLVED:** Cllr M Eddy proposed and Cllr M Beard-Gould seconded accepting the quotation from Robert Wilkie F.R.I.C.S Chartered Surveyor to carry out a valuation and building survey at a cost of £650.00. All in favour.

f) Members considered appointing Hardman's solicitors to act for the Council in this matter.

**RESOLVED:** A Herring proposed, and D Symonds seconded this item that Hardman's Solicitors are instructed to act for the Council in this matter.

**This appointment is subject to a favourable response from the public consultation. Agreed by J Murray, M Beard-Gould, M Eddy, S Le Chevalier, J Lonsdale, P St Ange, D Symonds, P Heath, A Herring, D Thompson.  
B Gardner objected to using Hardmans.**

**5988. DATE OF NEXT MEETING**

Wednesday, 7 October 2020 at 7 pm via Zoom virtual meeting. The meeting closed at 20:25

Signed: .....

Date: .....

DRAFT

**WALMER IN BLOOM COMMITTEE**

Minutes of the Zoom Online meeting of Walmer Parish Council Walmer in Bloom Committee held on Tuesday 15<sup>th</sup> of September 2020 at 7.00pm.

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

Officers present: Sarah Plews (Walmer in Bloom Clerk)  
Joanne Watson (Technical Assistance)

**1384. APOLOGIES FOR ABSENCE**

Apologies with reason were received and accepted from Richard Oram and Janice & John Gooding,

**1385. DECLARATIONS OF INTEREST**

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

**1386. MINUTES OF LAST MEETING**

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

**1387. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA.**

There were no matters arising

**1388. HAWKSHILL**

**i) MANAGEMENT ISSUES**

To agree a meeting of councillors as identified in mins 1378 – members agreed to note the annual plan and Cllr S Le Chevalier suggested that all 3 members involved meet up accordingly as soon as they can.

**RESOLVED:** - Cllr B Pitcher and Cllr D Thompson have not been able to meet up with Mr R Oram yet, however, when Cllr B Pitcher returns from annual leave, they will do so  
Cllr B Pitcher also requested a date from Leaf as to when the West Bank hedge will be hand cut. The Assistant Clerk advised members we are still waiting to hear from Leaf, but will make contact to ask again

**ii) To receive a verbal report from Cllr D Thompson**

Cllr D Thompson advised members that 3 volunteers and himself carried out maintenance up at Hawkshill, this included tending to the memorial/benches/litter bins and rubbish collection

**RESOLVED:** - Members thanked Cllr D Thompson for the work carried out and the update

**iii) To receive and consider an email from a local resident of which Walmer Parish Council have been copied into via Kent Highways**

**RESOLVED:** - Cllr B Pitcher advised members that himself and Mr C Grant had investigated this a few years ago. Members agreed that the Assistant Clerk find out who owns the land in question and reports back at the next meeting.

**1389. BUDGET**

Members received a budget update for 2020/2021

**RESOLVED:** Members agreed to note

## 1390. LOCAL CAMPAIGN 2020

### A) FLORAL DISPLAYS

To receive an update on: -

#### i) Fixed planters

a) Members updated the committee with the maintenance of the planters they tend to

**RESOLVED: Members agreed to note**

b) Cllr D Thompson is to assess the possibility of the Assistant Clerk purchasing a 1 metre square new planter for the Drill field as purchasing a bespoke one is proving problematic due to Covid19 restrictions. Cllr D Thompson will liaise with the Assistant Clerk

**RESOLVED: Members agreed to note**

#### ii) Hanging floral displays.

Quotation for provision of plants for floral displays in 2021.

To consider a quotation for provision of plants for floral displays in 2021

Members considered a quotation from **Youngs Nurseries**, who quoted £13.64 +VAT per basket, to supply the floral displays once again for Walmer Parish Council 2021 display.

**RESOLVED: That the Assistant Clerk write to Youngs Nurseries to accept their quotation of £13.64 +vat per basket for 56 hanging baskets**

**RECOMMENDATION: That the quotation from Youngs Nurseries, totalling £763.84 (including vat) for supplying plants for 56 hanging baskets, 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) SCHOOL/YOUTH ACTIVITIES

Members discussed proposed events and possible distribution of certificates?

Members all agreed the possibility of holding the annual school presentation of providing all pupils with their school poster competition was not going to happen now due to covid19 restrictions

**RESOLVED: - That the Assistant Clerk contacts both schools to ask if there could be a safe way of sending all certificates for staff to distribute to all pupils**

### (D) LOCAL COMPETITION

i) Members received the draft press release for Walmer in Bloom results 2020

**RESOLVED: - members agreed to the draft press release being sent to the editor of the local newspaper for publishing.**

ii) Members discussed how Walmer in Bloom has operated this year

**RESOLVED: - Cllr S Le Chevalier praised all members efforts in this years Walmer in Bloom success, albeit in a slightly amended format.**

## 1391. PRESENTATION OF AWARDS

Members all agreed that this year's presentation as with the school presentation would not be happening. The Assistant Clerk is to write letters to all winners and include each personalised certificate. Cllr A Herring requested that a note also be included requesting, if possible, for the winners to take selfies of themselves holding their certificates and send to the office

**RESOLVED: Members agreed to note, and the Assistant Clerk would carry this out immediately.**



**1392. ISSUES FOR INCLUSION ON NEXT AGENDA**

Cllr D Thompson and Cllr D Symonds would like to add to the next agenda a new venture at the Drill field.

**1393. DATE OF NEXT MEETINGS**

Zoom Online Walmer in Bloom meeting of Walmer Parish Council on Tuesday the 20<sup>th</sup> of October 2020 at 19:00

\*\*\*\*\*

The meeting closed at 20:10pm.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

## WALMER PARISH COUNCIL

Minutes of the Zoom Online meeting of Walmer Parish Council Planning Committee held on Tuesday 29<sup>th</sup> of September 2020 at 7.00pm.

**Present: Councillors:**

- Cllr J Murray (Chairman)
- Cllr B Gardner
- Cllr J Lonsdale
- Cllr M Beard-Gould
- Cllr A Herring
- Mr R Styles (Conservation Warden)

**Officers present:**

- Sarah Plews (Planning Clerk)
- Kirsty (technical assistance)

**4103. APOLOGIES FOR ABSENCE**

There were no Apologies for absence

**4104. DECLARATIONS OF INTEREST**

There were no declarations of interest declared on this occasion

**4105. OPENNESS AND TRANSPARENCY**

All present were reminded of the Rights and Obligations under the Local Government Audit and Accountability Act 2014.

**4106. MINUTES OF THE PREVIOUS MEETING**

The Minutes of the meeting, held on Tuesday 8<sup>th</sup> of September 2020, were approved as a correct record, and will be signed by the Chairman at the earliest opportunity

**4107. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

There were no matters arising

**4108. PLANNING DECISIONS**

**i) DOV/20/00687 - 57 Poets Walk Walmer**

Fell one lime tree

**WPC: Objected**

**DDC: REFUSED**

**ii) DOV/20/00809 - 17 Somerset Road Walmer**

Erection of an attached dwelling, vehicular access, associated parking, and parking space at 17 Somerset Road

**WPC: Positively Supported**

**DDC: GRANTED**

**iii) DOV/20/00770 - 20 York And Albany Close Walmer**

Erection of a single storey rear extension (existing conservatory to be demolished)

**WPC: Positively Supported**

**DDC: GRANTED**

#### 4109. PLANNING APPLICATIONS – NEW

- i) **DOV/20/00941 - Peak House Hawksdown Walmer**  
Erection of a two-storey detached annexe with rear balcony for ancillary use  
**RESOLVED: - That the committee objects to the proposal for the following reasons:**  
a) Members agreed that the proposed application is too big and would be classed as overdevelopment within the area  
b) That this proposal could not be classed as an annex itself, more a separate dwelling  
c) Members also agreed that the proposed annex could cause considerable overlooking to neighboring properties  
d) That the proposal shows lack of sustainability of the annex.
- ii) **DOV/ 20/00938 - 57 Balfour Road Walmer**  
Conversion of garage to habitable accommodation and insertion of a front window  
**RESOLVED: - That the committee positively supports the proposal**
- iii) **DOV/ 20/00922 - Episode Hawksdown Walmer**  
Erection of two storey front/side extensions and front porch  
**RESOLVED: - That the committee positively supports the proposal**
- iv) **DOV/20/00928 - 123 Dover Road Walmer**  
Erection of a single storey rear extension and a rear dormer window (existing conservatory to be demolished)  
**RESOLVED: - That the committee positively supports the proposal**
- v) **DOV/ 20/00935 - 21 The Beach Walmer**  
Conversion of garage to ancillary accommodation, installation of 4no. rooflights and insertion of front ground floor window, replacing existing door  
**RESOLVED: - That the committee positively supports the proposal**
- vi) **DOV/ 20/00882 - 7A Station Cottages Station Drive Walmer**  
Variation of Condition 2 (approved plans) of planning permission DOV/20/00289 to allow enlargement of approved extension (application under Section 73)  
**RESOLVED: - That the committee positively supports the proposal but feels that the plot itself has reached its limit regarding any further increase in extension.**
- vii) **DOV/20/00952 - Putting Green Promenade Walmer**  
Construction of an adventure golf course, erection of entrance kiosk, 1.5m perimeter fencing and 1.73 fencing and gate  
**RESOLVED: - That the committee objects to the proposal for the following reasons:**  
a) Members agreed that the proposal is garish and unsympathetic within Walmers Conservation area  
b) There is no inclusion of any parking facilities for customers visiting the site  
c) Members also objected to the proposed fence particularly the proposed materials  
d) That the proposed application does not appear to be sustainable

**viii) DOV/20/00841 - 18A Somerset Road Walmer**

Variation of condition 2 (approved plans) of planning permission DOV/20/00349 to vary design (application under Section 73)

**RESOLVED: - That the committee objects to the proposal for the following reasons:**

- a) The planning application itself is incomplete.**
- b) The plans provided within the application form under section 5 are not referred to correctly so councillors were unable to assess them fully**
- c) Therefore, members could not support an application they were unable assess**

**4110. FRIENDS OF BETTESHANGER**

Members considered an email regarding Betteshanger Planning Application (20/00419)

Members also discussed Betteshanger Planning Application (20/00419)

**RESOLVED: - That Cllr B Gardner submits a response on behalf of Walmer Parish council Planning committee.**

**4111. KALC**

Members received and discussed a report from Cllr A Herring regarding a NALC Tree Webinar she attended

**RESOLVED: - Members thanked Cllr A Herring for such an inciteful interesting report**

**RECOMMENDATION:- That the Assistant Clerk signs up Walmer Parish Council as a Tree Charter Branch**

**4112. DATE OF NEXT MEETING**

Tuesday 13<sup>th</sup> of October 2020

---

The meeting closed at 20:45pm

Signed .....

Dated .....

**WALMER PARISH COUNCIL**

**DRAFT Minutes of the meeting of the Amenity and Environment Committee held on Wednesday 16th September 2020 at 7pm via Zoom.**

**Present: Councillors:**

M Eddy	Mrs Beard-Gould	D Symons
B Pitcher	J Lonsdale	

**Officer Present:**

Mrs K Holroyd (Clerk)

**1189. WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr St Ange.

**1190. DECLARATIONS OF INTEREST**

None received

**1191. MINUTES OF THE PREVIOUS MEETING**

Members approved the minutes of the meeting held on Wednesday, 15 July 2020 and it was agreed that they be signed as a true record by the chairman at the next face- to - face meeting.

**1192. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

Minute 1187: The Clerk reported that the recommended changes to overnight motor home parking at the Beach and Kingsdown Road have been approved by the Joint Transportation Board. The next step is the final ratification by the appropriate cabinet member at KCC.

**1193. CLIMATE EMERGENCY**

Members received the report of the chairman and the draft minutes of the meeting held on Wednesday 2 September 2020. The Clerk asked for clarity over the suns being requested from the 2021/22 precept.

**RESOLVED: That the £4000 required for match funding for the EV charging points can be found form the current year’s budget. The 2021/22 request is a further £5000.**

Cllr Pitcher also asked why the outdoor gym was a Climate Emergency project and Cllr Lonsdale explained that the working group is committed to a variety of initiatives which inspire healthy lifestyles whilst maintaining with a low environmental impact.

**RESOLVED: Members agreed to note**

**1194. YORK AND ALBANY CLOSE**

Members received an update from the Clerk: the licences have been approved by Council and the solicitor is in the process of sending them out to affected residents.

**RESOLVED: Members agreed to note.**

**1195. COMMUNITY HOUSING**

Members received an update from the Clerk: Clagues have been appointed to assist the Council through the pre-application stage of the project. The Clerk along with Cllrs Murray, Eddy and Gardner will progress the project.

**RESOLVED: Members agreed to note**

**1196. STONY PATH**

Members received an update from the Clerk: the vegetation has all been cleared and will need doing twice yearly in future so that it remains manageable. The steps have also been cleared but not yet repaired. CJ Gray aims to carry out the works by the end of September.

**RESOLVED: members agreed to note.**

**1197. ALLOTMENTS**

Members received an update from the clerk: there are no issues at present. Lots of tenants have promised produce for the office window display at the end of the month.

**RESOLVED: Members agreed to note.**

**1198. DRILL FIELD**

Members received an update from the Clerk: the RoSPA inspection had identified weeds around the perimeter of the court as a problem. These have been cleared by the Rugby Club (external) and a contractor (inside the fence.) The Clerk confirmed she will check that the weedkiller used is environmentally friendly next time.

**RESOLVED: members agreed to note.**

**1199. HISTORIC VILLAGE PANELS**

Members received an update from Cllr Mrs Beard-Gould: the designer hopes to all the final proofs ready by the end of October.

**RESOLVED: Members agreed to note.**

**1200. TREE PLANTING PROJECT**

Cllr Mrs Beard-Gould reported that she has now met with the new head gardener at Walmer Castle who has confirmed the oak trees will be planted soon. She also confirmed she is still in communication with KCC over more planting along Dover Road, particularly the top of Drum Hill where pavement parking is a problem and tree planting could prevent it.

Cllr Lonsdale asked whether the Council had ever taken advantage of a newsletter or the web-site to encourage local residents to suggest sites for planting trees. It was agreed that a display in the office window could be a good way of engaging local people to become involved with the Council's climate emergency initiatives. The new year has been pencilled in for this project.

**RESOLVED: members agreed to note**

**1201. GRANVILLE ROAD TOILETS**

Members received an update on the development of the project from the Clerk who confirmed that rkgraphics had been awarded the contract to produce the welcome to Walmer sign. She referred to minute 1186 which states the project should move forward once DDC were in a position to fulfil it. Due to the pandemic it is unclear whether this is the case but councillors were keen to maintain momentum.

**RESOLVED: That the Clerk instruct rkgraphics to produce proofs of the sign.**

**1202. ADVENTURE GOLF**

The clerk had been asked to include this item for discussion but in the meantime the application for planning permission had been received and the project will now be dealt with by the planning committee. Members were keen to ensure that playing surfaces will be permeable and soft landscaping and perimeter hedging will be enhanced.

**RESOLVED: Members will feed their comments into the planning committee for discussion.**

**1203. DATE OF NEXT MEETING**

Wednesday 18 November 2020 at 7pm at the Parish Office.

The meeting closed at 8 pm

.....  
Signature

.....  
Date

At its meeting on Wednesday 2 September 2020 the Climate Emergency Working Group considered the following notes from the Chairman, Cllr Lonsdale: -

Apart from financing charge-points ourselves, there are three separate schemes for EV charging which the parish council has been investigating:

1) **CAR PARKS** - KCC is working with UK Power Networks to install EV charging in council car parks across the county. We are on the list for consideration - for Canada Road and/or Borrowpit car parks. However, since it is a Kent-wide scheme there are numerous partners to deal with and the project is moving forwards very slowly. **NO IMMEDIATE PROGRESS POSSIBLE.**

2) **ON STREET** - The Office for Low Vehicle Emissions (OLEV) has launched a fund for which Parish Councils are eligible for the installation of EV charging points on the street. An installation outside the Parish Office could be considered, as could other residential areas in Walmer, although only 75% of the cost of installation would be covered and the ongoing maintenance and repair of the charger would be down to the Parish Council under this scheme. **APPLICATION MAY BE MADE BUT NOT IMMEDIATELY**

3) **PARISH COUNCIL LAND** - KCC has launched the **Kent Parishes Grant Scheme** for local town and parish councils - £60k in total with £4k allowed per council – to fund EV charging points at parish council owned land. The scheme has just been rolled out county wide in the last week. There is a possibility that Walmer Parish Council's land on the approach to the rugby club on Canada Rd could provide a suitable location for two charging points. On this basis, interest has been registered and a draft application prepared, which has been deemed suitable by KCC. In order to be prioritised, the option of match funding is deemed advantageous, though it will only be needed if the fund runs dry. **BEST CURRENT OPTION - DEADLINE OCTOBER 16<sup>TH</sup>.**

As a result members made a **RECOMMENDATION** to the A& E committee:

**i) That the Council register an interest in the Kent Parishes Grant Scheme (option 3 – now done)**

**ii) That a request for £4000 be made to the Council to act as match funding for the project. NB the £4000 may not be needed, KCC will fund the entire installation if their funds allow, but we must ringfence the match funding in case. Offering match funding gives our application a much greater chance of success as a show of faith and commitment, but doesn't mean the funds will necessarily be used.**

This recommendation was endorsed by the A&E committee on Wednesday 16 September 2020. It was agreed that the £4000 should be sought from this year's budget and is separate to the sum of £5000 which the committee will be asking for the year 2021/22.

The Responsible Financial Officer suggests the money could be taken from the current budget heading New Projects which contains £5000 in total and has not yet be assigned to any other project.



How many parking bays are you willing to allocate to EV charge-points?

4

Speed of charge-points you feel would be most appropriate (e.g. 3kW, 7kW or 22kW)

2 x 7kW DOUBLE CHARGE-POINT

or

1 x 7kW DOUBLE, 1 x 22kW DOUBLE

Does the location have 3-phase AC power available?

Yes

Please demonstrate who you think the expected users of the car park will be where charge-points are to be located

This location is a brilliant combination of residential, with nearly 1500 houses without off-street parking nearby, and a seaside tourist destination with Walmer Strand and seafront just 5 minutes walk away. Walmer is 80 miles from London, so visitors will likely need an EV top up before returning. Tourists from Europe are also common. Visitors to the Rugby Club and Drill Field are also likely users.

Address for location of charge-points

Entrance to Deal and Betteshanger Rugby Club, off Canada Rd, Walmer CT14 7EJ.  
Land owned by Walmer Parish Council.  
Co-ordinates 51.213681, 1.398453

Description of anticipated location of charge-points within site

On the right hand side, where current yellow lines are.

Location of charge-points within site



Have you been able to provide a map or plan showing a radius of 0.5 miles (10 minute walk on average) from the charge-point location? All houses without off street parking should be highlighted.

Yes



Have you been able to provide a resident survey showing requests for EV charge-points nearby?

No

Will charge-points be accessible 24/7?

Yes

Has landowner's permission been granted?

Yes

Do you think you need planning permission?

No

**Do you have a written agreement with the party who pays the utility bill if required?**

Yes

**Describe any other detail of the request which you wish to be considered**

Walmer currently has zero chargepoints, Nearby Deal has one at Aldi (which is subscription only). The surrounding area also has very few chargers. Zap Map shows East Kent is something of a charge point black hole. We desperately need these charge points and will make sure they are fully advertised and used.

**Please highlight any known constraints to delivering the charge-points**

None. Power should be available either from street lighting or from The Rugby Club building nearby.

**Do you have solar panels installed at the location?**

No

**Do you have plans in development to install solar at the location?**

No

**Would you be interested in exploring options to install solar panels if we feel there is potential at your location?**

Yes

**FINANCIAL REPORT for Council Meeting on 7 October 2020**

**The Responsible Financial Officer requests**

- a) That payments be authorised as detailed on payment list A attached dated 30 September 2020 (vouchers 113 - 127)
- b) That income received this month be noted as on receipts list B dated 30 September 2020 (voucher 21)
- c) that the financial position of the Council after these receipts and payments be noted as shown by:-
  - i) The summary of receipts and payment by cost centre (C) dated 30 September 2020
  - ii) The bank reconciliation (D) along with the list of unrepresented cheques and uncashed receipts dated 30 September 2020

Attach 6

(A)

**Walmer Parish Council  
PAYMENTS LIST**


Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
113 Walmer in Bloom	09/09/2020		Unity Bank	91541737	WTB Baskets	Young's nurseries	E	890.40	0.00	890.40
114 General and Office costs	14/09/2020		Natwest Current Accoi	dd	Office Telephone	BT	S	92.14	18.43	110.57
115 General and Office costs	14/09/2020		Natwest Current Accoi	dd	Office photocopier	KCC Ritco	S	338.23	67.65	405.88
116 Audit Fees	14/09/2020		Unity Bank	378732383	External audit of annual return	PKF Littlejohn LLP	S	400.00	80.00	480.00
117 A&E Committee	14/09/2020		Unity Bank	504294812	Survey Y & A	Graham Ford	E	150.00	0.00	150.00
118 General and Office costs	23/09/2020		Natwest Current Accoi	dd	Office water - 8 the Strand	Business stream	E	29.83	0.00	29.83
119 General Funds b/fwd	29/09/2020		Unity Bank	326064215	adjustments to chairman's cha	Vaughtons	S	10.52	2.10	12.62
120 General and Office costs	29/09/2020		Unity Bank	664340751	Buildings insurance	M Johnson	E	152.82	0.00	152.82
121 General and Office costs	29/09/2020		Unity Bank	390479721	Office Rent	M Johnson	E	1,500.00	0.00	1,500.00
122 General and Office costs	29/09/2020		Unity Bank	589674588	alarm repair	Eagle security alarms	S	18.00	3.60	21.60
123 Volunteer warden	29/09/2020		Unity Bank	717520169	Volunteer support warden	KCC	E	585.00	0.00	585.00
124 Office window	29/09/2020		Unity Bank	565781596	sundries for window	Clir M Beard Gould	S	6.22	1.25	7.47
125 Subscriptions and Training	29/09/2020		Unity Bank	715869175	Finance and Legal Conference	KALC	S	50.00	10.00	60.00
126 General and Office costs	29/09/2020		Unity Bank	77483042	Window cleaner	David Halpin	E	10.00	0.00	10.00
127 Subscriptions and Training	29/09/2020		Unity Bank	575262861	Clerk's Conference	KALC	S	50.00	10.00	60.00
<b>Total</b>								<b>4,283.16</b>	<b>193.03</b>	<b>4,476.19</b>

B

30 September 2020 (2020-2021)

### Walmer Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
21 Interest payments	14/09/2020		Natwest SIBA	bacs	Bank interest	NatWest Bank	E	0.08	0.00	0.08
<b>Total</b>								<b>0.08</b>	<b>0.00</b>	<b>0.08</b>

  
**Walmer Parish Council**  
**Summary of Receipts and Payments**  
**Summary - Cost Centres Only**

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Administration		0.60	1	27,420.00	9,914.02	17,506	17,507
Allotments	2,000.00	250.00	-1,750	1,000.00	588.08	412	-1,338
Audit Fees				1,200.00	781.50	419	419
Bank Interest	1,000.00	34.00	-966				-966
Climate emergency				750.00		750	750
Election Expenses				1,000.00		1,000	1,000
Events	5,650.00	550.00	-5,100	7,300.00	646.22	6,654	1,554
Grants and Donations		400.00	400	5,000.00	1,200.00	3,800	4,200
Hawkshill Management Plan							
Land Management	972.00	823.09	-149	7,900.00	258.50	7,642	7,493
Office premises				412.00		412	412
Precept	162,545.00	162,545.00					
Professional and Legal				1,675.00	527.39	1,148	1,148
Projects and Activities	100.00		-100	58,300.00	12,046.70	46,253	46,153
Publicity and Promotion		140.00	140	1,800.00	592.00	1,208	1,348
Quadrennial tree survey				3,000.00		3,000	3,000
Staff Salaries, PAYE, NI				52,000.00	24,073.63	27,926	27,926
Stony Path				8,875.00	450.00	8,425	8,425
Tree planting				5,742.00		5,742	5,742
Unallocated		1,122.75	1,123	6,500.00	1,244.37	5,256	6,378
VAT Repayments							
<b>NET TOTAL</b>	<b>172,267.00</b>	<b>165,865.44</b>	<b>-6,402</b>	<b>189,874.00</b>	<b>52,322.41</b>	<b>137,552</b>	<b>131,150</b>
<b>Total for ALL Cost Centres</b>		<b>165,865.44</b>			<b>52,322.41</b>		
<b>V.A.T.</b>		<b>3,524.85</b>			<b>1,315.38</b>		
<b>GROSS TOTAL</b>		<b>169,390.29</b>			<b>53,637.79</b>		



### Walmer Parish Council

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

	<b>Bank Reconciliation at 30/09/2020</b>			
	Cash in Hand 01/04/2020			261,376.28
	<b>ADD</b> Receipts 01/04/2020 - 30/09/2020			169,390.29
				430,766.57
	<b>SUBTRACT</b> Payments 01/04/2020 - 30/09/2020			53,637.79
<b>A</b>	<b>Cash in Hand 30/09/2020</b> (per Cash Book)			<b>377,128.78</b>
	Cash in hand per Bank Statements			
	Cash	04/05/2020	0.00	
	HSBC Bond	02/09/2020	75,313.77	
	Natwest SIBA	14/09/2020	10,895.54	
	Lloyds	04/05/2020	76,613.48	
	Co-operative Bank	09/04/2020	75,192.86	
	Natwest Current Account	02/09/2020	77,442.09	
	Unity Bank	07/09/2020	67,608.85	
				<b>383,066.59</b>
	Less unrepresented payments			5,937.81
				377,128.78
	Plus unrepresented receipts			0.00
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>377,128.78</b>
	<b>A = B Checks out OK</b>			



**Walmer Parish Council**  
**Uncashed payments/transfers out (All banks)**  
**(Upto 30/09/2020)**

Voucher	Date	Cheque No.	Description	Total	Bank
85	03/08/2020	2696664	light panels	335.63	Unity Bank
87	03/08/2020	899577629	Training	42.00	Unity Bank
88	03/08/2020	823879411	Training	84.00	Unity Bank
97	26/08/2020	dd	Allotments water	130.07	Natwest Current Account
100	01/09/2020	dd	Office water	32.13	Natwest Current Account
108	02/09/2020	347685083	illuminated display panels	374.40	Unity Bank
113	09/09/2020	91541737	WIB Baskets	890.40	Unity Bank
114	14/09/2020	dd	Office Telephone	110.57	Natwest Current Account
115	14/09/2020	dd	Office photocopier	405.88	Natwest Current Account
116	14/09/2020	378732383	External audit of annual return	480.00	Unity Bank
117	14/09/2020	504294812	Survey Y & A	150.00	Unity Bank
118	23/09/2020	dd	Office water - 8 the Strand	29.83	Natwest Current Account
119	29/09/2020	326064215	adjustments to chairman's chain	12.62	Unity Bank
120	29/09/2020	664340751	Buildings insurance	152.82	Unity Bank
121	29/09/2020	390479721	Office Rent	1,500.00	Unity Bank
122	29/09/2020	589674588	alarm repair	21.60	Unity Bank
123	29/09/2020	717520169	Volunteer support warden	585.00	Unity Bank
124	29/09/2020	565781596	sundries for window	7.47	Unity Bank
125	29/09/2020	715869175	Finance and Legal Conference	60.00	Unity Bank
126	29/09/2020	77483042	Window cleaner	10.00	Unity Bank
127	29/09/2020	575262861	Clerk's Conference	60.00	Unity Bank
210	03/12/2019	4362	Councillors' Allowances	420.00	Natwest Current Account
302	06/03/2019	4346	WIB Plants	43.39	Natwest Current Account
Total-----				<b>5,937.81</b>	

General Project Consultation & Precept Increase  
Survey

**(INSERT NAME OF PARISH/TOWN COUNCIL)**

**(Insert Name of Project)**

- Are you in FAVOUR of the parish council going ahead with the **(INSERT NAME OF PROJECT)**? YES / NO
- Are you in FAVOUR of the parish /town council going ahead with the **(INSERT NAME OF PROJECT)** if it includes a precept increase of **XX%** (equivalent to £XX a year) which will help to pay off the PWLB loan? YES / NO

Name	
Address	
Signed	
Date	

Please send this survey questionnaire to the parish/town council office at the address below by: **(INSERT DEADLINE)**

**Any survey forms received after the deadline will be disregarded.**

**Address for the parish/town council office goes in this box**