



WALMER TOWN COUNCIL
62 The Strand, Walmer, Deal, Kent CT14 7DP

Tel: 01304 362363

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

Dated 26th January 2022

To All Councillors

You are hereby summoned to attend the **FEBRUARY MEETING** of **WALMER TOWN COUNCIL** to be held on **Wednesday 2nd February 2022 at Deal Parochial C of E Primary School, Gladstone Road, Walmer. At 7pm.**

MASKS ARE TO BE WORN AND SOCIAL DISTANCING CARRIED OUT AT THE MEETING

Richard Styles
Clerk

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 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 1998. 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.

4. **CHAIRMAN'S REPORT**

5. **MINUTES**
To approve the minutes of the Council meeting held on Wednesday, 12 January 2022. **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 DCC/KCC Members for Walmer

8. **CRIME AND ANTI SOCIAL BEHAVIOUR REPORTS**
 - i. PCSO report
 - ii. Councillor Surgeries

9. **COMMITTEE REPORTS + MINUTES**
To receive any reports and any agreed minutes as follows:
 - i. Amenities + Environment – No minutes to report
 - ii. Finance + General Purposes – No minutes to report
 - iii. Walmer in Bloom – **minutes from Oct 26th 2021** **Attach 2**
 - iv. Events Committee – **minutes from Nov 16th 2021** **Attach 3**
 - v. Planning Committee – No minutes to report
 - vi. Climate Emergency Working Group – **Minutes from 19th Jan 2022** **Attach 4**

10. **REPORT OF THE CLERK**
To receive a report from the Clerk on matters received.

11. **FINANCIAL REPORT**
 - a. Bank balances January 2022. **Attach 5**
 - b. Payments & Orders January 2022.

12. **INVITATIONS & EVENTS**
Verbal report

13. **LOGO COMPETITION** **Enc 1**
To consider designs received for new Town Council logo

- 14 TRIM TRAIL**
Agreement in principle and update on progress
- 15 No 62 The Strand**
To consider quotations for extension of No 62
- 16. No 8 THE STRAND**
Consider report(s).
- 17. DATE OF NEXT MEETING**
Wednesday 2 March 2022 at 7pm, Deal Parochial C of E Primary School, Gladstone Road, Walmer

Attach 1



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DRAFT Minutes of the Meeting of Walmer Parish Council held on Wednesday, 12th January 2022 at Deal Parochial C of E School, Walmer.

Present Councillors:

Cllr J Murray (Chair), Cllr M Eddy (Vice-Chair), Cllr T Byfield, Cllr Mrs S Fisher, Cllr P Jull, Cllr B Gardner. Cllr J Lonsdale, Cllr Mrs M Beard-Gould, Cllr P St Ange, Cllr P Heath, Cllr D Thompson.

Officers Present: Richard Styles, Town Clerk

Roland Aldred, Deputy Clerk

6279. APOLOGIES FOR ABSENCE

Cllr Miss A Herring: work and personal commitments. Cllr C Weale, Cllr G Bearman and Cllr Mrs S Le Chevalier illness

6280. DECLARATIONS OF INTEREST

Cllrs M Beard-Gould and Cllr M Eddy declared an interest in relation to Item 6295

6281. OPENNESS AND TRANSPARENCY

The Council statement and policy on openness and transparency was taken as read.

6282. CHAIRMAN'S REPORT

Cllr James Murray reported the following: -layout of the new

Carol concert was a great success, Thanks to Cllr M Beard Gould for organising the event and to Cllr P St Ange for hosting the event.

layout of the new Office has meant that the office is still open and working safely during the latest COVID wave.

6283. MINUTES

Members received the minutes of the Council meeting held on Wednesday, 8th December 2021.

Proposed by: Cllr J Murray

Seconded by: Cllr M Eddy

RESOLVED: That minutes be approved.

6284. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

Members received a report on the public views of the potential name change of the drill field following on from item 6274 in previous meetings minutes.

RESOLVED: To apply to the Lord Chancellors office to change the name to “The Prince Phillip Royal Marines Drill Field”.

Proposed by: Cllr Gardner

Seconded by: Cllr Mrs M Beard-Gould

6285. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF WALMER

Chairman said that this regular agenda had proved beneficial to the council by offering suggestions to improve our efficiency, openness, and transparency.

6286. CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS

i) Members received a report from PCSO Kerry Skirrow on anti-social and criminal activities in Walmer.

Members agreed to note the report.

ii) Members will continue to monitor current COVID situation in relation to organising Councillor’s surgeries.

iii) Cllr Bond of Dover District council gave his apologies

6287. COMMITTEE REPORTS AND MINUTES

Members received the reports and agreed minutes as follows:

- a. Amenities + Environment – No minutes to report
Allotment tenancy and charges have been reviewed and altered, with charges made more consistent across the board.
- b. Finance + General Purposes – No minutes to report
- c. Walmer in Bloom – No minutes to report
- d. Events Committee – No minutes to report
Cllr Mrs M Beard-Gould described the carol concert and how well it went. She also proposed that WTC approach DDC about taking over the management of the lettings for the green so that a better service for the community can be delivered.

RESOLVED: Members agreed for the clerk to approach DDC.

Proposed by: Cllr Mrs M Beard-Gould

Seconded by: Cllr B Gardner

- e. Planning Committee – **Agreed minutes 9 Nov and Dec 4**
Committee met with the new DDC Tree Officer and discussed tree management within Walmer.
Member responded to application at Cross Road with 2 documents that were sent on to Deal Town Council for their use.

f. Climate Emergency Working Group – **Minutes 14 Dec**

Cllrs J Lonsdale and Cllr Mrs S Le Chevalier met with Dover District Council regarding section 106 money in the district and how projects such as an electric bus infrastructure might be funded.

RESOLVED: Members agreed to receive the minutes.

Proposed by: Cllr J Murray

Seconded by: Cllr M Eddy

6288. REPORT OF THE CLERK

No additional items to be reported by the clerk

6289. FINANCIAL REPORT

Item	Paid to	Amount
PA equipment	Kent PA Hire	£ 385.00
Carols on the Green		
Advert	KM media group	£ 42.00
Carols on the Green		
Copier charges	KCS	£ 101.12
30/11/2021		
Liquidambar tree	KCC	£ 274.80
Gothic close		
KALC	KALC	£ 60.00
Planning training RA		
Salaries	Staff	£ 6,000.72
Tax + NI	HMRC	£ 1,341.37
Pension payments	KCC LGPS	£ 1,652.18
Payroll admin	Batchelor Coop	£ 177.60
Expenses	R Styles	£ 41.98
Website maintenance	Vision ICT	£ 210.00
Final payment	British gas lite	£ 518.43
Paint, fork and log straps	David Thompson	£ 131.12
Total		£ 10,936.32

Walmer Town Council Bank Balances at 01/01/22

NatWest SIBA	£10,896.92
NatWest Current Account	£37,121.13
Co-operative Bank	£75,468.63
Unity Bank	£63,250.44
Lloyd's bank	£77,795.79
Total	£264,532.91

6290. INVITATIONS AND EVENTS

Mayor of Deal race night - Cllr C Weale attending

6291. 2022 BUDGET AND PRECEPT

The Sum of £233,892.41* was proposed by Chair of the F&GP committee

RESOLVED: Members agreed the precept of £233,892.41

Proposed by: Cllr M Eddy

Seconded by: Cllr Mrs M Beard-Gould

*Note this is a figure of £67.95 per annum for a Band D dwelling

6292. BANKING

Members resolved to change all outdated signatories pertaining to its bank accounts with: Unity Trust Bank, Lloyds Bank, NatWest Bank and The Cooperative Bank, and to add the signatures of the Chairman, Cllr Murray, the Vice Chairman, Cllr Eddy and the Chairman of Walmer in Bloom, Cllr Mrs Le Chevalier.

RESOLVED: Members agreed banking signatories to be updated

Proposed by: Cllr J Murray

Seconded by: Cllr Mrs P Jull

6293. COUNCIL PROMOTIONS AND PUBLICITY

The Chairman gave a report in which he advocated Councillors acting as ambassadors for the Council and wherever possible to supply correct information, when misinformation or inaccurate information, about the council and its activities are transmitted.

6294. QUEENS JUBILEE

The Chairman reported that the council would organise an event(s) during the jubilee

6295. CONTRACT APPROVALS

a) Campbell Road allotments and Stony Path fences – remedial work and additional struts to be added

RESOLVED: Members agreed to the quote from Quality Fencing

Proposed by: Cllr T Byfield

Seconded by: Cllr Mrs S Fisher

b) York and Albany – Boundary hedge cutting and grass mow, trees not to be touched

RESOLVED: Members agreed to the quote from Clean Cut services

Proposed by: Cllr Mrs M Beard-Gould

Seconded by: Cllr J Lonsdale

c) Stony Path – Vegetation removal, stone removal and scrape

RESOLVED: Members agreed to the quote from Clean Cut services

Proposed by: Cllr B Gardner

Seconded by: Cllr T Byfield

6296. Confidential to be held under the Public Bodies (Admission to Meetings) Act 1960

The meeting moved that the remaining business be held in private session and that the public be asked to withdraw.

RESOLVED: Members agreed to move to a private session

Proposed by Cllr M Eddy

Seconded by: Cllr J Murray

6297. NO 62 AND NO 8 THE STRAND

a) Leasing of No 8- The terms and conditions of service from Tersons to act as letting agent for the council in respect of subletting No 8 The Strand was approved.

RESOLVED: To sign the Tersons agreement

Proposed by Cllr M Eddy

Seconded by: Cllr P Jull

b) No 62 retrofit – It was decided to defer the retrofit and sustainability design work until the proposed sub-lease of No 8 the Strand was completed.

RESOLVED: To defer the retrofit until No 8 has been sub-leased

Proposed by Cllr Mrs S Fisher

Seconded by: Cllr P Jull

c) Council’s lease of No 8 – A document which investigated the circumstances behind the signing of the lease of No 8 The Strand was given to all Council members present. Those present were instructed to treat the document as confidential, until the matter had been debated and decision on the final outcome, had been made in the next council meeting.

6298. DATE OF NEXT MEETING

Wednesday, 2nd February 2022, 7 pm, Deal Parochial School, Walmer.

The meeting closed at 21.20 pm.

Signed: Date:



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DRAFT Minutes of the meeting of the Walmer in Bloom Committee held on Tuesday 26th of October 2021 at 8 The Strand, Walmer, Deal at 7.00 pm.

Present: Cllr Mrs S Le Chevalier (Chairing and taking notes), Cllr Mr D Thompson, Cllr P Jull,

Officer present: None

Also Present: Mr V Recas

1483. APOLOGIES FOR ABSENCE

None received.

1484. DECLARATIONS OF INTEREST

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

1485. MINUTES OF LAST MEETING

The Minutes of the meeting, held on Monday 20th of September 2021, were approved as a correct record and signed by the Chairman

1486. HAWKSHILL

Verbal Report from Cllr DT and VR

- At least 2 people attend each Sunday working party.
- Currently working on winter plan clearing Lower Area of Rays Bottom.
- Grass not yet cut on plateau.
- VR reported that one of the KCC wooden way marker posts has rotted and fallen over. VR will photograph this and the other 2 on the site with their locations and email the Office for onward reporting to KCC.
- Tree house has been removed.
- Bench received a coat of linseed oil from DT.

- DT has contacted DDC for details of a dog waste bag dispenser. To be in the car park area entrance to Hawkshill. Office to progress / request costs.
- VR still not trained in use of bush cutter. Office to arrange.

1487. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA.

To review Yearly planner. Noted

New Welcome Signs SLC to progress and share with committee members.

1488. BUDGET

(i) Members received a budget update for 2021/2022.

RESOLVED: Noted. DT has expenses, paint, replacement gardening fork and other expenses form Hawkshill works.

1489. LOCAL CAMPAIGN 2021

A) FLORAL DISPLAYS

i) Fixed planters

VR reports those at the Parish Hall are flowering into the autumn. Request for Office to look at moving the planters outside the old Office to outside the new address.

ii) Hanging Floral Displays

RESOLVED: Now removed by Simon Chapman and in winter storage.

B) KEY ACTIVITY DATES

Members received an updated copy of the Campaigns key activity dates for 2021

RESOLVED: That the information be noted

C) LOCAL COMPETITION

All Certificates and trophies shared between DT, VR and SLC for personal delivery.

1490. ISSUES FOR INCLUSION ON NEXT AGENDA

None

1491. DATE OF NEXT MEETING

Monday 11th of January 2022 at 7:00pm at the Town Office, 8 The Strand,

Walmer, Deal.

**

The meeting closed at 19.45.

Signed _____

Dated _____

Attach 3



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WALMER TOWN COUNCIL

Minutes of the Events Committee held on Tuesday, 16 November 2021 at 8 The Strand, Walmer at 7pm

Present: Cllr Mrs M Beard-Gould (Chairman), Cllr D Thompson, Cllr Mrs F Fisher, Cllr P Heath, Cllr G Bearman

Officers Present: Mrs J Watson (Events Officer)

722. WELCOME AND APOLOGIES

Apologies were not received from Cllr P Jull.

723. MINUTES OF THE PREVIOUS MEETING

Members considered the minutes of the meeting held on 21 September 2021.

RESOLVED: That the minutes of the meeting be approved as a correct record and will be signed by the Chairman.

724. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

Cllr Tony Byfield attended and would like to join the Events Committee on a permanent basis.

RESOLVED: Cllr T Byfield appointed to the Events Committee.

725. BROCANTE – BANK HOLIDAY MONDAY, 29 AUGUST 2022

Walmer Town Council are purchasing a new accounts system that has a component that we can be added for an on-line booking system. This will link electronic payments to our accounts. This system will be available in January and we will be able to generate booking documents etc with payments being made online. The Clerk is liaising with Edge IT.

RESOLVED: Members agreed to note.

726. CAROLS BY TORCHLIGHT – Saturday, 18 December 2021

A programme has been arranged incorporating local musicians, singers, Deal Music and Arts, a narrator and Revd Canon Seth Cooper telling the Christmas story, this will take place outside The Sea Café, Walmer Green and if bad weather will be inside St Saviours Church, The Strand.

RESOLVED: Committee members agreed the following:-

- **Kent PA Hire to be booked for PA / Lighting.**
- **Running time approximately 1 hour.**
- **Carol Sheets to be produced in-house (with just words to carols not script).**
- **2 x roadside banners to be purchased.**
- **Posters to be distributed locally and to local schools.**
- **Advertising of event on Social Media/Website/Rural Roundup/East Kent Mercury.**
- **Cllr M Beard-Gould, Cllr J Bearman and Cllr J Murray to confirm artists for event.**
- **JW to research what additional lighting can be purchased.**
- **The Sea Café is owned by a WTC Councillor and they are kindly providing free of charge electricity that may be needed for the event.**

727. FUTURE EVENTS

a) Children's Festival with Kites - Saturday, 2 July 2022 (time TBC 12 to 4 pm)

Walmer Green and The Kent Kite Flyers are booked for this date.

RESOLVED:

EO to confirm booking with Junk Orchestra as per quotation.

EO to confirm booking with Circus Skills Workshop as per quotation.

EO to approach previous workshops and food vendors to see if they are available.

Councillors required at event before for set-up and during.

b) Best of Kent Beer and Food Festival

Cllr T Byfield and Ian Goodban from the Freed Man attended the meeting to ask the committee to consider a Beer and Food Festival in Walmer, inviting local breweries and food producers. Time suggested for event 12 to 9 pm and possibly £50.00 per pitch. Committee members were in favour of this event taking place.

The Green to be booked for either Saturday, 9 July 2022 or Saturday, 13 August 2022. Once this has been confirmed by DDC then the following can be arranged:

- Ian Goodban to speak to local pubs to discuss event.
- Event license to be applied for- Ian Goodban, Cllr T Byfield to action.
- Cllr T Byfield and Ian Goodban to design a draft layout of event – including measurements of pitches and prices. Pitch sizes to be agreed following survey, standard size and double size.
- Cllr T Byfield and Ian Goodban to liaise with Events Officer with letters to prospective stall holders.
- Ian Goodban to see if any local bands available to attend.
- Cllr T Byfield and Ian Goodban to arrange with CAMRA advertising and to liaise with Events Officer.
- RNLI to be approached, offer of free pitch in exchange for use of water supply?
- Charity stands- to be agreed
- WTC will not be supplying tables/chairs/marques this will be provided by stall holders.
- WTC to arrange hire two sets of toilets.

- WTC to arrange extra bins/collection on day.
- WTC to arrange booking of stall holders via our new system.
- WTC to liaise with DWCA for help with car parking.

RESOLVED: EO to contact DDC to book The Green, Walmer then proceed with event planning.

c) Sports Festival / Trim Trail Launch

RESOLVED: Cllr D Thompson and Cllr S Fisher will provide further details to discuss with committee members at our next meeting. In the meantime, a provisional booking has been made for the Green on Bank Holiday Thursday, 2 June 2022, 11 am to 4 pm.

728. DATE OF NEXT MEETING

Thursday, 20 January – 7pm – 8 The Strand, Walmer

The meeting closed at 20.00 pm

Signed

Date

Attach 4

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Report of the Climate Emergency Working Group Meeting

Held 19th January 2022 Via Zoom

Present Cllrs J Lonsdale (Chair) M Eddy, Cllr Mrs S Le Chevalier (taking notes) Cllr Mrs S Fisher

Apologies Cllr P St Ange, Cllr D Thompson

Minutes of the Meeting 12th October 2021 Agreed as accurate

Matters Arising not covered elsewhere - none

Priorities and Actions

1 Transport

EV Charging Points

KCC have supplied a usage chart. 104 uses since installed. Upward trend in use.

Still no signs in place JL to chase. JL has emailed KCC to enquire of availability of more land for EV points.

Electric Buses/106 Funds.

Copy of letter sent to DDC by JL received. No reply, yet.

Copy to report sent to DDC Officers following meeting. JL to chase matters raised in the letter.

Cycle storage at Walmer Railway Station - No Announcement to date.

2. Biodiversity

Biodiversity on DDC Land. SLC had emailed Martin Leggatt about the cutting of the land adjacent to Borrow Pit Car Park. SLC to chase.

Free Trees for Residents Cllr DT not present. Item deferred

Bee Bombs for residents. Live on social media for only 24 hours. Already sixty expressions of interest, fifty-two in Walmer. Level of interest with Deal Town Council.

JL suggests a small area at the bottom of WTC owned York & Albany Close could be wilded using BeeBombs. To be raised at A&E.

3. 62, The Strand.

Finance agreed for some parts of the scheme, in particular the extension. JL to represent to Full Council in more detail the items that will generate the most return

4. Outside Projects.

Outdoor Gym – TRIM TRAIL

Clerk Richard Styles and Deputy Roland Aldred have received a list of potential funding sources. SF, DT and RA meeting 21/01 to progress

Thermal Heat-loss Camera- Following press release in EK Mercury, twenty-five expressions of interest from Walmer and wider area. The Office to manage appointments/visits.

5. New Projects/AOB

JL & ME to speak to RS and RA in order to increase the public profile of the work of the CEWG. RA to be asked to provide a report to Full Council outlining uptake of EV charging points, BeeBombs and Thermal Camera. New sources in particular social media to be engaged.

6 Next meeting Thursday 3rd March 2022 7.30pm Zoom.

Attach 5

Walmer Town Council Bank Balances at 18/01/22

Natwest SIBA	£ 10,897.01
Natwest Current Account	£ 37,121.13
Co-operative Bank	£ 75,468.63
Unity Bank	£ 52,790.48
Lloyds bank	£ 77,795.79
Total	£254,073.04