



62 The Strand, Walmer, Deal, Kent CT14 7DP

Tel: 01304 362363

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

Dated 31st January 2024

To All Councillors

You are hereby summoned to attend the **COUNCIL MEETING** of **WALMER TOWN COUNCIL** to be held on **Wednesday 7th February 2024 at No 8 The Strand Walmer, Kent . At 7pm.**

Roland Aldred
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE.

To receive any apologies.

2. DECLARATIONS OF INTEREST.

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

Attach 1

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

Update on various matters from the Chairman.

5. MINUTES

To approve the minutes of the Council meeting of the 10th January 2024.

Attach 2

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 on items of the agenda. Any items not on the agenda that members of the public wish to speak on will be noted for consideration of including on a future agenda.

ii) To receive a report from the DCC/KCC Members for Walmer.

8. CRIME AND ANTI SOCIAL BEHAVIOUR REPORTS

To receive a report from the Police on crime and anti-social behaviour in Walmer.

9. COMMITTEE REPORTS + MINUTES

i. To receive any reports and any agreed minutes as follows:

- | | |
|---|----------|
| a. Amenities + Environment – minutes from Nov 22 nd , 2023. | Attach 3 |
| b. Finance + General Purposes – minutes from Nov 29 th , 2023. | Attach 4 |
| c. Walmer in Bloom – minutes from Oct 17 th , 2023. | Attach 5 |
| d. Events Committee – minutes from Dec 5 th , 2023 | Attach 6 |
| e. Planning Committee – minutes from Dec 12 th , 2023. | Attach 7 |
| f. Climate Emergency Working Group –No minutes to present. | |
| g. Public Engagement Working Group – no meeting held. | |

ii. To receive any comments about the draft minutes on Walmer Town Councils website. The following draft minutes are available on the website.

- | |
|---|
| a. Amenities + Environment – minutes from Jan 17 th , 2024. |
| b. Finance + General Purposes – minutes from Jan 24 th , 2024. |
| c. Walmer in Bloom - minutes from Jan 16 th , 2024. |
| d. Events Committee – minutes from Jan 30 th , 2024. |
| e. Planning Committee – minutes from Jan 9 th , 2024. |

10. REPORT OF THE CLERK

To receive a report from the Clerk on matters received.

11. FINANCIAL REPORT

For noting:

- i. Bank balances.
- ii. Monthly statement for January

Attach 8

12. INVITATIONS & EVENTS

Cllr Bond will be attending the Channel Dash Service of Remembrance on the 12/2/24.

13. GRANTS

- i. To receive a verbal recommendation from the Finance and General Purposes committee to increase the limit of the Small Grant scheme from £400 to £500 (subject to Councils discretion) to be in line with the Biodiversity Grant scheme
- ii. To receive recommendations on applications for grants from: Attach 9
 - a. Walmer and Deal Action for Swifts
 - b. The Deal Society
 - c. Deal, Walmer and Kingsdown Regatta Association
 - d. Deal TGI Tang Soo Do

14. DDC REQUEST FOR SUPPORT FOR THE TOILETS

To Decide on what if any level of support Walmer Town Council is to offer Dover District Council for Marine Road Toilets. Attach 10

15. VOLUNTARY ANNOUNCEMENT OF OTHER INTERESTS

To receive a recommendation to adopt the attached definition of VAOI's for clarity purposes and to ask the Clerk to display these on the website. Attach 11

16. IDEAL OFFICE

To receive recommendations from Amenities and Environment Committee on the description of the ideal office space and to authorise the Clerk to circulate the description to estate agents. Attach 12

17. MOTION FOR THE OCEAN

To receive recommendations from the Climate Emergency Working Group on the wording of the Motion For The Ocean and to decide if Walmer Town Council is to sign up to the motion. Attach 13

18. POLICY FOR MEMBERS COMPLAINTS ABOUT ANOTHER MEMBER

To receive a recommendation from the Human Resources Committee on amendments to the current policy. Attach 14

18. ITEMS FOR NEXT MEETINGS AGENDA

To receive any items members wish to hear on the next Council Meeting agenda

19. CONFIDENTIAL TO BE HELD UNDER THE PUBLIC BODIES (admission to meetings) ACT 1960

To move to a private session to hear matters of a confidential nature.

20. STAFF MATTERS

To receive a recommendation from the Human Resources committee on staff wage rises.
ENC 1

21. DATE OF NEXT MEETING
6th March 2024.

Declarations of interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest in the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared an OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which the members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken, on the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interest (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on matter under consideration

Note to the code:

Situations in which a member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the wellbeing of a Member, relative or close associate, employer ect. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer ect would probably constitute either an OSI or in some cases a DPI.



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

DRAFT Minutes of the Meeting of Walmer Town Council held on Wednesday 10th January 2024 at No 8 The Strand, Walmer.

Present Councillors: Cllr T Bond (Chairman), Cllr Mrs L Ludwig, Cllr M Eddy, Cllr T Grist, Cllr P Ludwig, Cllr A Friend, Cllr R Blackwell, Cllr J Murray, Cllr D Richardson, Cllr Waite-Gleave, Cllr Findley and Cllr P Jull.

Officers Present: Roland Aldred, Town Clerk

378. APOLOGIES FOR ABSENCE

Cllr L Ludwig was absent from this item but returned for item 379.

Cllrs Crockford, Lee and Simpson offered apologies that were accepted.

379. DECLARATIONS OF INTEREST

Cllrs L Ludwig, P Ludwig and Friend declared a VAOI in respect of item 396 as the Landlady is known to them.

380. OPENNESS AND TRANSPARENCY

The Chairman reminded all those present of the openness and transparency statement.

381. CHAIRMAN'S REPORT

The Chairman reported

- i. The Carols on the Green event was a massive success, it was great to see so many people out singing in the cold weather.
- ii. Cllr Simpson's wife had sadly passed away just before Christmas, a card had been sent on behalf of the Council. The Council offers condolences to Cllr Simpson.

382. MINUTES

Members received the minutes of the Council meeting held on Wednesday, 8th November 2023.

RESOLVED: That minutes be approved and signed.

Proposed by Cllr Friend

Seconded by Cllr Waite-Gleave

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

No matters were brought for discussion.

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

- i. No members of the public were present.
- ii. Cllr Bond reported that KCC are just starting back after the Christmas break and there were no items to report.
- iii. Cllr Vinson of Dover District Council reported
 - a. After several years of work the owner of the land beside the alleyway linking Station Approach to Court Road had been identified and work was underway to clear the area of rubbish.
 - b. DDC cabinet will be meeting to discuss levying charges on parking at Borrow Pit car park on Monday.
 - c. DDC are reviewing garden waste removal with a potential change from bags to containers, Cllr Vinson is working to try to have a fuller review to deal with issues of reduction in capacity and those who are unable to have containers outside due to space issues.
 - d. Hedging has been cut and litter has been exposed under this awaiting details of when this will be cleared.
 - e. DDC working on budget setting.

385.CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS

Cllr L Ludwig reported that a new inspector was now in post.

386.COMMITTEE REPORTS AND MINUTES

- i. To receive any reports and any agreed minutes as follows:
 - a) Amenities + Environment – minutes from Sept 27th 2023.
To hear a proposal to include Cllr Simpson as part of the membership of the A&E committee
 - b) Finance + General Purposes – minutes from Oct 18th 2023.
 - c) Walmer in Bloom – no minutes to review.
 - d) Events Committee – minutes from Nov 21st 2023.
 - e) Planning Committee – minutes from Oct 10th and Nov 14th 2023.
 - f) Climate Emergency Working Group – No minutes to attach.
 - g) Public Engagement Working Group – no meeting held.
To hear a proposal to include Cllr Waite-Gleave as part of the membership of the Public Engagement Working Group.

RESOLVED: Members agreed to note the minutes of all the above committees and approved the Membership of Cllrs Simpson and Waite-Gleave on to the respective committees.

Proposed Cllr Friend

Seconded Cllr Waite-Gleave

- ii. To receive any comments about the draft minutes of meetings taken place since the last council meeting

Noted – No comments made

387.REPORT OF THE CLERK

The Clerk reported

- i. Over the past few months we have received 4 enquiries about housing this is much higher than usual.
- ii. The Special meeting of the Council will be held on the week commencing the 19th Feb to fit with meeting commitments and staff holiday.
- iii. Adventure Golf signage in the conservation area has now been removed.
- iv. Further to Cllr Vinson's report the Clerk gave details of the proposal for parking charges at Borrow Pit Car Park.

RESOLVED – For the Chairman to write a letter in opposition to the charges at Borrow Pitt car park. This has been previously trialled 2 years ago and was very unpopular with local residents, created congestion, the app based payment method is not inclusive enough and the Secretary of State wrote to all local councils requesting that alternative cash payment methods would be advisable.

388.FINANCIAL REPORT

- i. Bank Balances
Members received the bank balances

Bank Balances as at 31/12/23

Lloyds bank	£ 77,835.79
Unity Trust current	£ 30,530.90
Unity Trust Deposit	£ 195,762.83
Total	£ 304,129.52

RESOLVED – To note the Balances

Proposed – Cllr Eddy

Seconded – Cllr Friend

Members received the November and December monthly financial reports

Balance at start of month

£340.794.20

Receipts		
Who	For	Amount
Deal and Betteshanger Rugby club	Rent for The Drill Field	£890.95
KCC	Grant For Carols Concert	£600.00
Total		£1,490.95

This month spend	-£26,440.69
% of yrs precept for month	10.74%
Total net spend YTD	-£109,090.60
% of precept YTD	44.32%

Last year	-£26,318.37
% of precept for month	11.25%
Total spent LYTD	-£184,560.53
% of precept LYTD	78.91%

Balance at start of month

£314.353.51

[illegible]

This month spend	-£10,223.99
% of yrs precept for month	4.15%
Total net spend YTD	-£119,314.59
% of precept YTD	48.48%

Last year	-£18,037.44
% of precept for month	7.71%
Total spent LYTD	-£202,597.97
% of precept LYTD	86.62%

RESOLVED – Members agreed to note the monthly finance update.

Proposed Cllr Eddy

Seconded Cllr Friend

- iii. To Authorise a payment over £2000

Members were asked to consider a invoice for £21915.30 from Dover District Council for Walmer Town Councils agreed 2023/24 grant for the Toilet provision

RESOLVED – Members agree to the payment.

Proposed Cllr Jull

Seconded Cllr Ludwig

389. INVITATIONS AND EVENTS

No invitations were received.

390. KCC FLOOD RISK MANAGEMENT CONSULTATION

- i. Members reviewed KCC's flood risk management policy.

RESOLVED – As the document was a piece discussing how they would engage with other authorities for Walmer Town Council to not offer a response but if individual members wish to respond they were welcome to do so.

- ii. Members received a copy of the "Motion for the Ocean."

RESOLVED – Motions require some personalisation to the location therefore members resolved to ask Climate Emergency Working Group to review and come to Council with a proposal for Walmer Town Council.

Proposed – Cllr Waite-Gleave

Seconded – Cllr P Ludwig

391. TRAINING REPORT ON STANDARDS IN PUBLIC LIFE

Members received a written report from Cllr Waite-Gleave on how pleased she had been with a training course she had completed on line dealing with Standards in Public life.

Noted

392. TRIM TRAIL

Members received a written report from the Amenities and Environment Committee recommending continued investigation in to a cluster of equipment rather than a trail.

RESOLVED – Members agreed to the recommendation to continue to investigate the cluster rather than the trail concept.

Proposed – Cllr Friend

Seconded – Cllr L Ludwig

393. CHURCHILL AVENUE

Members received a written report from the Climate Emergency Working Group on the project at Churchill Avenue and Dover District Council's offer of a licence to operate a biodiverse urban nature reserve from the location.

RESOLVED The Clerk in conjunction with the Chairman and the Chairman of Finance and General purposes is delegated powers to sign an agreement under a nominal rent (figure given £1) to take over operation of the land.

Proposed – Cllr Jull
Seconded – Cllr Eddy

394. BUDGET AND PRECEPT

Members received a copy of the agreed upon by Finance and General Purposes budget and the recommendation of the committee for a precept for the year 2024/25

RESOLVED – Members agreed the budget and agreed a precept request of £249,190. This would entail a 0% increase for residents.

Proposed – Cllr Jull
Seconded – Cllr Friend

395. TEDDY BEARS PICNIC

Members received a report from the Clerk on a meeting held with the Deal, Walmer and Kingsdown Regatta Association.

RESOLVED – To support the Teddy Bears Picnic with the Chairman to attend to open and present an award.

Proposed – Cllr Friend
Seconded – Cllr Blackwell

396. STONEY PATH

Members received quotes for clearing Stoney path.

RESOLVED – To agree the quote from Red Dog Gardens services for £1944.00 and put this through the UK Prosperity Fund.

Proposed – Cllr Friend
Seconded – Cllr Jull

397. POP UP SURGERIES

Members received a report from the Public Engagement Working Group on “Pop Up Surgeries/meet you councillor” sessions.

RESOLVED – To delegate responsibility to the Public Engagement Working Group to organise dates and promotional literature, the Clerk will be responsible for organising who attends these events all members are to be offered the opportunity to attend an event.

Proposed – Cllr L Ludwig
Seconded – Cllr Jull

398. FUTURE OF WALMER TOWN COUNCIL OFFICES

9.00pm was reached during this item agreed to extend the meeting by 10 minutes to conclude the business of the meeting

Proposed – Cllr Eddy
Seconded – Cllr Jull

- i. Members received a written report from Cllr Bond on the future of Walmer Town Council premises.

RESOLVED – To remit to A&E to produce a ideal accommodations for Walmer Town Council as a starting point to what the office and meeting space should look like, without taking in to account the money at this point. This in no way ties Walmer Town Council to having made a decision about what space will be used in the future.

Proposed – Cllr Eddy
Seconded – Cllr P Ludwig

During the next item the 10 minute extension passed and a further unlimited extension was passed to complete the business

Proposed – Cllr Eddy
Seconded – Cllr Jull

ii. No 8 The Strand

Members received a report from the Clerk on the progress of leasing No 8 The Strand.

RESOLVED – Members delegated powers to the Clerk in conjunction with the Chairman of Finance and General Purposes and the Chairman of the Council to sign the contract once available to complete the re-assignment of No 8.

Proposed – Cllr Bond
Seconded – Cllr Waite-Gleave

399. DATE OF NEXT MEETING

Wednesday, 7th February 2023, 7 pm.

The meeting closed at 21.20 pm.

Signed: Date:



WALMER TOWN COUNCIL
62 The Strand, Walmer, Kent, CT14 7DP
Tel 01304 362363

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

MINUTES

Minutes of the meeting of the Amenity and Environment Committee held on Wednesday 22nd November 2023 at 7pm at 8 The Strand, Walmer.

Present Councillors:

Cllr M Eddy (Chair), Cllr P Jull, Cllr D Richardson, Cllr P Ludwig, Cllr S Waite-Gleave, Cllr R Blackwell, Cllr P Findley and Cllr L Ludwig (ex officio).

Roland Aldred –Town Clerk

362. WELCOME AND APOLOGIES FOR ABSENCE

The Chairman welcomed all present. Apologies from Cllr Lee were received and accepted.

363. OPENNESS AND TRANSPARENCY

The Chairman reminded the meeting of the terms of various rights to record and transmit the transactions of the meeting under the Local Govt Audit and Accountability Act 2014.

364. DECLARATIONS OF INTEREST

Cllrs P and L Ludwig declared a VAOI in respect of item 370 as they are allotment tenants.

365. MINUTES OF THE PREVIOUS MEETING

Members received the minutes of the committee meeting held on Wednesday 27th September 2023.

AGREED: That the minutes are a true record and are approved.

Proposed by Cllr L Ludwig

Seconded by Cllr P Ludwig.

366. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

No items.

367. PUBLIC PARTICIPATION

No members of the public were present.

368. HIGHWAYS IMPROVEMENT PLAN

Cllr Blackwell arrived at the start of this item

- i. To receive a copy of current Highways Improvement Plan.
NOTED
- ii. To allocate KCC items on HIP to priority order:
The following items were designated as the highest priority items to discuss with KCC.
AGREED – To make the below routes the priority on the HIP in order.
 - a. Disability access dropped kerbs and tactile surfaces to start with Dover Road sites.
Proposed Cllr P Ludwig
Seconded Cllr Blackwell
 - b. Liverpool Road outside Meadows residential home street lighting and or signage.
Proposed Cllr Findley
Seconded Cllr Waite-Gleave
 - c. Cycle route to join the Skylark Trail to National Cycle Route 1.
Proposed Cllr Richardson
Seconded Cllr Eddy
- iii. Parking on Marine Road
Members received a verbal report from the Clerk, on the issue of parking on Marine Road. Members asked the Clerk to investigate the current restrictions on parking and if they prohibited Campervans to ask that the restrictions be enforced.
- iv. Ardent Avenue
At the last A&E meeting the Clerk was asked to speak to Kent Fire and Rescue about getting a report in to safety concerns in regard to parking on Ardent Avenue. Kent Fire and Rescue submitted a report that was sent on to members and to Kent County Council Highways. KCC Highways acted on this report by starting the process for parking restrictions. Therefore there is no further work required by Walmer Town Council.
- v. Any additions to the HIP.
 - a. Parking on Kingsdown Road – a report was received of parking on the bend on Kingsdown Road which caused a danger to road users. Members agreed this was unacceptable and asked the Clerk to try to collect evidence for potential actions.
 - b. Water run off from Kingsdown Road.
Similar location to above Clerk asked to investigate if there are drains already in the area.
- vi. Cycle Forum
Cllr L Ludwig reported that she had met with Cllr Craggs of Deal Town Council and they were looking at the Cycle Friendly Deal document for easy big wins. Further meetings will be held and reported back to committee.

369. KENT CYCLING AND WALKING INFRASTRUCTURE CONSULTATION

Members received a report from the Clerk on the KCC Cycling and Walking infrastructure consultation. Members discussed various opportunities for improvements to the infrastructure in the area.

AGREED –To request drop kerbs as per the report created by Walmer Town Council and the Speaking up Group and to request improved crossings on The Strand for the Walking and Wheeling section of the consultation. On the section dealing with Cycling Members requested that the Skylark Trail to be connected to National Route 1 via Salisbury Road and Granville Road with an improved crossing option for cycles at the junction with Dover Road; for the “Share with Care” pathway by Wellington parade to be reviewed for improvements to increase space for Cyclists; and the Deal to the Discovery Park section of National Route 1 to be considered as priority 1 instead of priority 2.

Proposed – Cllr Jull

Seconded – Cllr Waite-Gleave

370. STONEY PATH

Members received a written report from the Clerk updating them on the Stoney Path project. Quotes are to be sought for clearing the land as the next step for producing a report at the Full council meeting in January.

371. TRIM TRAIL

Members received a written report on the current status of the Trim Trail.

AGREED

- i. Clerk to write a report for full council meeting from Amenities and Environment recommending that the WTC look to amend the proposal to a cluster of machines and give reasons why.
- ii. Clerk to make contact with other coastal councils who have machines on seafront to see if they have any information on usage of the machines.
- iii. Clerk to engage with local GP surgeries for advice on the types of machine which would be most beneficial.
- iv. Clerk to make enquiries with DDC as to whether they would support a cluster.

Proposed Cllr L Ludwig

Seconded Cllr P Ludwig

372. CEWG BUDGET

At 9pm members agreed to extend the meeting by 15 mins to complete the business.

AGREED – To extend the meeting.

Proposed – Cllr Eddy

Seconded – Cllr Findley

Members received a copy of a proposed budget from the Climate Emergency Working Group to review.

Heading	Subheading	Budget 2023/24	Suggested Budget 2024/5
Climate Emergency	Beebombs	0.00	425.00
	Thermal Camera	100.00	110.00
	Swift Boxes	0.00	440.00
	2 x Water Stations	0.00	4000.00
Churchill Avenue	Trees	0.00	1000.00
	Clearance of area	0.00	1000.00
Total		100	6975.00

AGREED – To recommend above budget to F&GP committee.

Proposed – Cllr Waite-Gleave

Seconded – Cllr Findley

373. DATE OF NEXT MEETING

The date of the next meeting: 17th January 2024.

The Chairman closed the meeting at 21:15.

.....
Signature

.....
Date



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

MINUTES

Minutes of the meeting of the Finance & General Purposes Committee held at 7pm on Wednesday, 29th November 2023 at 8 The Strand, Walmer

Present: Cllr P Jull (Chairman), Cllr M Eddy, Cllr P Ludwig, Cllr A Friend, Cllr J Murray, Cllr D Richardson, and Cllr T Bond (ex officio)

Officer(s) Roland Aldred (Town Clerk)

374. APOLOGIES FOR ABSENCE.

Cllrs Lee, Simpson and Waite-Gleave offered apologies and were accepted.

375. DECLARATIONS OF INTEREST.

No declarations were made.

376. OPENNESS AND TRANSPARENCY.

The Chairman reminded all present of their responsibilities under the Local Government Audit and Accountability act in respect of the public attending and recording meetings.

377. MINUTES.

The minutes of the meeting of the meeting on the 18th October 2023 were received. A small grammatical changes was made.

RESOLVED – To accept the minutes as a true and accurate record after the amendments of the meeting of the 18th October 2023 meeting.

Proposed – Cllr Friend

Seconded – Cllr Eddy

378. COUNCIL FINANCE UPDATES.

To receive the current year update on the Council's spending vs the budget for full year 2023/2024.

Members were presented with a written report on the current financial spending of the council for year to date of 2023/24.

NOTED – Members agreed to note the report.

Proposed – Cllr Jull

Seconded Cllr Eddy

379. COUNCIL AUDITOR.

Members considered ideas for the Councils Internal Auditor to review for the upcoming visit.

RESOLVED – To request the Auditor to come in late January to review the Draft standing orders and the Councils insurance policy.

Proposed – Cllr Murray

Seconded – Cllr Eddy

380. BUDGET.

Members reviewed a budget proposal put together by the Clerk and previously reviewed by the Finance and General Purposes Chairman. The Clerk gave explanation of the increases in the budget to the toilet grant provided to DDC.

RESOVLED – To accept an amended budget for recommendation to DDC, the toilet grant will be reduced back to providing for just the two toilets. A meeting to be requested with Roger Walton and Nadim Aziz and Walmer Town Councils Chairman, Clerk and the Chairman of Finance and General Purposes to discuss this.

An addition of £1000 to the Emergency Works (trees , Hedges ect) will be added. A note will be added to the budget to explain that there is no budget for this year in Tree Planting as tree planting for 24/25 will occur at Churchill Ave and Stony Path and the amounts are included in these budgets.

381. DATE OF NEXT MEETING.

24th January 2024.

The meeting ended at 19.40 hrs

Chairman:

Date:



WALMER TOWN COUNCIL

62 The Strand, Walmer, Deal, Kent CT14 7DP

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

Tel: 01304 362363

Minutes of the meeting of the Walmer in Bloom Committee held on Tuesday 17th October 2023 at 8 The Strand, Walmer, at 7.00 pm.

Present: Cllr S Waite-Gleave, Cllr P Findley, Cllr L Ludwig and Cllr P Ludwig

Co-Opted Members: Mr D Thompson, Mrs S Le Chevalier (Chairing), Mrs D Bogue, Mrs A Late

Officers present: J Miles (Administration Officer)

294. APOLOGIES FOR ABSENCE

None Received

295. DECLARATIONS OF INTEREST

Cllr Findley declared an VAOI in respect of item 298 part III as he is a trustee of Gazen Salts.

296. MINUTES OF LAST MEETING

RESOLVED – That the minutes be taken as an accurate record.

Proposed by: Cllr Mrs Waite-Gleave

Seconded by: Cllr Findley

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

None

298. HAWKSHILL

- I. To receive a verbal report from Mr D Thompson
 - a. Volunteers had a total of 98 hours over 13 sessions since the last meeting.
 - b. Controlled the overgrowth during changes of weather.
 - c. Borders have been rebuilt using cutting.
 - d. Paths and hedgings have been trimmed.
 - e. Tree props have been collected and stored for later use.
 - f. An uprooted sycamore tree has had the hole left behind filled in with used chipping.
 - g. Litter picks have been carried out including picking up buried plastic, metal and concrete.
 - h. Several campers were moved on from the glen without issue.
 - i. A new volunteer has joined the group, is willing to attend a tool qualifying course and will be able to help with the new management plan.
 - j. Cllr Findley and Mr Thompson met with Sarah Fawcett of Gazen Salts Nature Reserve regarding the cutting of the plateau.
 - k. Mr Wakeman has left the volunteer group but may still keep in contact regarding projects. Although a suggestion was made to have an event to coincide with Remembrance Day in November, it was decided that it was too short notice to do so.

- I. Mr Thompson to contact the council office regarding gloves and materials to maintain two benches at Hawkshill.
- II. Butterfly conservation has been contacted, admin awaiting reply.
Update on Hawkshill Management Plan heading to be removed and Moth Catching Evenings to be retained in its place.
RESOLVED – Heading to be removed.
Proposed by: Cllr Waite Gleave
Seconded by: Cllr P Ludwig
- III. Cllr Findley met with David Thompson and Steve Coates of the Hawkshill Volunteers and Sarah Fawcett of the Gazen Salts Nature Reserve regarding the cutting of Hawkshill using their mowing equipment. This would be later followed up by the grass being brushed up by the volunteers, this would include the areas for pedestrian traffic and one third of the plateau. This is to be completed by the end of February.
- IV. Mr Wakeman has left the Hawkshill Volunteers, no other update at this time.
- V. Cllr Findley and Mr Thompson to meet and complete write up for the leaflet, once complete the leaflet may be distributed to the local area by volunteers and committee members. Leaflet will also be uploaded to social media and council website.
- VI. Cllr Findley met with representatives of Gazen Salts Volunteers regarding the cutting of the grass at Hawkshill. Cllr Findley to get a confirmed costing for the work.
Recommendation for use of Gazen Salts Volunteers to cut the plateau at Hawkshill and proposal to put forward the authorisation of up to £900 pay for work by Gazen Salts.
RESOLVED – To put forward funds for cutting by Gazen Salts.
Proposed by: Mrs Le Chevalier
Seconded by: Cllr Waite Gleave
- VII. Committee did not agree with the need for a chainsaw or course at this time. Admin to look into local professional tree surgeons and brush cutting courses.
A new brushcutter is to be bought to replace the damaged one at Hawkshill, consideration was made to replace it with an electrically powered one but for the moment they are not seen as fit for purpose.
RESOLVED – To buy new brush cutter, admin to source one from local business.
Proposed by: Cllr P Ludwig
Seconded by: Cllr Findley
- VIII. Quotes have been sought for the updating of the Hawkshill Management Plan and the Environment of Walmer Booklet. New volunteer Steve Coates has volunteered to do an updated management plan over the next year, gathering the required data. Mr Coates to be invited to the next Walmer In Bloom meeting in January.
Proposal put forward to allow Mr Coates to continue with the management plan over the next 12 Months.
RESOLVED: Mr Coates to be given the time requested.
Proposed by: Cllr Findley
Seconded by: Mr Thompson

FEEDBACK FROM MEMBERS OF THE PUBLIC

- I. A vote was taken from various options and agreed on 'Walmer Peace Gardens'.
- II. Members of the public tending to the Gothic Close council flowerbed have contacted Walmer Town Council regarding assistance. Dover District Council has been contacted to see if they can assist with soil improver.
- III. Walmer Town Council were able to donate several hi-vis vests to the group.
- IV. Green Waste Bags may be collected by Veolia as standard rubbish.
- V. Compost from Y&A may be of help to Gothic Close for soil improvement.

299. YORK AND ALBANY

- I. A report was given by Mrs Bogue and Mrs Late
 - I. A vote was taken by the York and Albany Committee to name the green area from various options and agreed on 'Walmer Peace Gardens'.
 - II. Mrs Late and Mrs Bogue were co-opted onto the WIB Committee, equipment of different types may be required for the gardens including tool, a water butt, compost heap and signs. Replacement dog walking signs and chalk board would be preferred.
 - III. Mrs Late and Mrs Bogue met up with Mr David Thompson of the Hawkshill Volunteers and after a guided tour discussed ideas and ways of working together.
 - IV. Pencil and paper plans of the land are now available. Next committee meeting will be on the land to decide as a group.
 - V. A 1/3 of the area is being cut by the tree nearer the entrance. Too much for onsite compost as bales of it so has put out for the tip and DDC collectable green waste. Suggested beds that each of the volunteers could be responsible for.
 - VI. Ivy that was ruining local fences that borders the meadow has been removed. Local residents have asked if they could remove some of the tall hedging. Bearing in mind the privacy needed for the WPG tranquillity and the Kent Wildlife Trust recommendation of one side a year on rotation.
 - VII. Seeds have been collected and scattered throughout the garden.
 - VIII. A new noticeboard is being built for the entrance, at the same time efforts are being made to make the area feel more inviting for the public.
 - IX. Local species of plants are to be sourced for planning in the garden.
 - X. A quote has been requested by a local company for maintenance of the hedges of the garden.
 - XI. Future changes have been considered including the cutting back of invasive plants and the addition of more trees and seating around at least one tree using felled logs, possibly from Hawkshill.
 - XII. Members of the York and Albany committee have mentioned access problems and would like to be able to access the Peace Garden from their backs of their own properties. Investigation into the legalities and earlier official letters regarding access to be looked into by admin, this will then be requested to be added to a full council agenda.
 - XIII. York and Albany committee to consider allowing detectorists to use the area.
 - II. A report was given by Cllr L Ludwig
 - I. Admin and Cllr L Ludwig to look into adapting the entranceway of Y&A into a wheelchair accessible gate.
 - II. Green Waste from other locations may be of use to Y&A as composting.
 - III. Fruit/Standard Trees are being considered if a charity or other funding can be obtained
 - IV. Construction of a long term use noticeboard is being considered, Cllr P Ludwig and Admin to look into the purchase of Marine Ply.
 - V. A new dog walking sign to be looked into to replace the old damaged one.
 - VI. York and Albany Committee to put the location forward to be added to the Marine Heritage walk.
 - VII. Cllr Findley suggested the Bird Boxes would not be a good addition to the garden, however the installation of Bat Boxes would be.
 - III. Requests for Quotes have been sent out to local companies, admin to approach DDC Tree Officer in regard to arborcultural check of the trees.
 - IV. The possible addition Y&A addition to the Green Waste has been added as part of their budget
- RESOLUTION – Noted.**

300. BUDGET

- i. BUDGET 2023/2024
Members received the final budget for 2023/2024.
RESOLUTION – Noted.
- ii. BUDGET 2024/2025 Walmer In Bloom
Members received a projected budget for 2024/2025
RESOLVED – To put a request for £5400 to the F&GP Committee for Walmer in Bloom which included a sizable increase due to rising costs.
Proposed: Cllr Waite Gleave
Seconded: Cllr L Ludwig
- iii. BUDGET 2024/2025 York and Albany
Members received a projected budget for 2024/2025
RESOLVED – To put a request for £2000 to the F&GP Committee for York and Albany, an increase of 25% to cover all requirements for the Peace Garden.
Proposed: Cllr Waite Gleave
Seconded: Cllr Findley
- iv. BUDGET 2024/2025 HAWKSHILL
Members received a projected budget for 2024/2025
RESOLVED – To put a request for £13,500 to the F&GP Committee for Hawkshill Freedown which included a year on year increase of £10,000 to cover tree works
Proposed: Cllr Findley
Seconded: Cllr Waite Gleave

301. LOCAL CAMPAIGN 2023

- A) FLORAL DISPLAYS
To receive an update on
 - a) Fixed planters:
 - a. Planters are ready for use, to be moved to Lifeboat station by Cllr P Ludwig
 - b) Hanging floral displays
 - a. Hanging baskets have been removed and H&S survey was completed by Cllr P Ludwig.
 - c) Request quotes for 2024/2025 from Youngs and Chapman
 - a. Quotes to be gathered by admin as soon as possible.
- B) KEY ACTIVITY DATES
 - a) Members received an updated copy of the campaign's key activity dates for 2023
RESOLUTION – Noted.
 - b) New Key activity dates to be based on 2023/2024 campaign, there will be no South East In Bloom entry for the year 2024/2025
- C) SCHOOL/YOUTH ACTIVITIES
 - a) School Competition press releases distributed and uploaded onto social media.
RESOLUTION – Noted.
- D) WIB PRESENTATION
 - a) Arrangements for the presentation ceremony were finalised.
RESOLUTION – Noted.

302. ISSUES FOR INCLUSION ON NEXT AGENDA

Any future inclusion to be sent to Admin to add to next agenda

303. DATE OF NEXT MEETING

Tuesday 16th of January 2024 at 7:00pm at 8 The Strand.

The meeting closed at 21:30

Signed _____

Dated _____



WALMER TOWN COUNCIL

62 The Strand, Walmer, Deal, Kent, CT14 7DY

Tel: 01304 362363

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

Minutes of the Events Committee held on Tuesday 5th December 2023 at No. 8 The Strand, Walmer at 5.30pm

Present: Mrs Marguerite Beard-Gould; Cllr Tony Grist; Cllr Louise Ludwig, Cllr Diana Richardson and Cllr Adrian Friend.

Officers Present: Lynne Simmons – Administration officer.

354. WELCOME AND APOLOGIES

Mr Thompson offered apologies due to other commitments.

Cllr Simpson offered apologies due to family reasons.

355. DECLARATIONS OF INTEREST

No interests were declared.

356. OPENNESS AND TRANSPARENCY

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

357. MINUTES OF THE PREVIOUS MEETING

Members considered the minutes of the meeting held on 21st November 2023.

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

Proposed by: Cllr Friend

Seconded by: Cllr Ludwig

358. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

None.

359. UPDATE ON CAROLS ON THE GREEN EVENT PLANNING

- i. Members received a verbal report from The Chair.

All arrangements are in place with a final rehearsal planned on Thursday evening. The script will also be finalised later this week.

The Chair also shared with members that John Trickey (Deal, Walmer & Kingsdown Regatta) had asked the clerk if the Deal Carnival Court could attend the Carols event.

After discussing this request the following proposal was made.

Members would like to thank Deal Regatta for their very kind offer. As the Carols on the Green is planned to be "carols by torchlight" and the Deal Christmas Carnival Parade has already taken place this year, the members would like to decline the offer of the float /Santa but would welcome any member of the Carnival Court to attend.

RESOLVED. All members agreed this proposal.

Proposed by: Cllr Richardson

Seconded by: Mrs Beard-Gould

- ii. Members discussed the confirmed staffing for the Carols on The Green event, which is sufficient to support the event.

NOTED.

360. EVENT PLANNING FOR 2024.

- i. Members discussed events for 2024.

Cllr Grist highlighted the annual sailing club regatta which is due to take place in July 24.

It was agreed to add this item as an agenda point to a future meeting.

NOTED.

The officer reported that we have now received the contracts from Applause Touring in readiness for the two acts who will be performing at the Children's Festival in 2024. It was highlighted that within terms & conditions there is a requirement for Walmer Town Council to do the following:

- To use the Applause logo and strapline on all printed publicity/websites "this is made possible by Applause Rural Touring".
- To credit Applause Rural Touring in any other publicity.
- To allow for the Company to display Applause publicity material near the performance.

Members agreed these conditions are reasonable. The officer was actioned to a) clarify publicity material which may be displayed at the festival and b) to ensure that the publicity arrangements stated above are reciprocal.

RESOLVED. All members agreed the contracts should be signed.

Proposed by: Cllr Friend

Seconded by: Cllr Richardson

361. DATE OF NEXT MEETING

Tuesday 30th January 2024 @ 5.30pm

The meeting closed at 18.02pm

Signed

Date



WALMER TOWN COUNCIL

62 The Strand, Walmer, Deal, Kent CT14 7DY

Tel: 01304 362363

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

Minutes of the meeting of Walmer Town Council Planning Committee held on Tuesday 12th December 2023 at 7.00pm at No 8, The Strand, Walmer

Present: Councillors:

- Cllr J Murray (Chairman)**
- Cllr P Findley**
- Cllr T Bond**
- Cllr Mrs L Ludwig**
- Cllr S Waite-Gleave**
- Cllr T Grist**
- Cllr R Blackwell**

Officers present: **John Miles (Administration Officer)**

362. APOLOGIES FOR ABSENCE

Cllrs Crockford, Simpson and Lee offered apologies that were accepted.

363. DECLARATIONS OF INTEREST

None Received

364. OPENNESS AND TRANSPARENCY

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

365. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting, held on Tuesday 14th November 2023, were approved as a correct record, and will be signed by the Chairman at the earliest opportunity.

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

Proposed by: Cllr Findley

Seconded by: Cllr Blackwell

366. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

No matters arising.

367. PLANNING DECISIONS

Reference	Site	DDC	WTC	Description
23/01152	Pebbles , 72 Wellington Parade Walmer CT14 8AB	Grant Planning Permission	Objection Walmer Town Council objects to this application on the following grounds 1. The building is not attached to the residence as laid down in the application. 2. The construction will cause overdevelopment on the location as this is a new dwelling that is not replacing an earlier one. 3. The location of the new construction may cause continuing access issues for the public throughway next to the property.	Extension over garage to facilitate conversion to ancillary accommodation
23/01075	3 Harvey Avenue Walmer CT14 7DW	Grant Planning Permission	No Objection	Erection of rear veranda and replacement double doors with bi-folds
23/01221	Overglen St Clare Road Walmer CT14 7QB	Grant Planning Permission	No Objection	Installation of roof mounted solar panels, erection of single storey rear and side extension and first floor extension. Insertion of ground floor window, rooflight and replacement windows.
23/01188	46 Herschell Square Deal CT14 7SU	Refuse Planning Permission	No Objection	Erection of dwelling with formation of vehicular access (existing garden building to be demolished)

368. PLANNING APPLICATIONS – NEW

i. DOV/23/01324- 20 Granville Road, Walmer, CT14 7LS

Erection of a dwelling with associated parking

Resolved- Strong Objection- Unanimous vote

Proposed: Cllr Blackwell

Seconded: Cllr Findley

Comments: Walmer Town Council strongly objects to this application due to severe overlooking from the wall sized windows and balcony which, combined with the proposed position of the new property immediately adjacent to the boundary of a neighbouring property, 64 Liverpool Rd and the height of the full-length doors and a flat roof which they open onto.

We suggest that any occupants of the new property will automatically be able to overlook not only the house and garden of number 64 Liverpool Rd, but also the house and garden of the existing number 20 Granville Rd.

- ii. **DOV/23/01293- 29 Ardent Avenue, Walmer, CT14 7UE**
Change of use to garden land (residential) and erection of 1.3m fencing
Resolved- Strong Objection- Unanimous vote.
Proposed: Cllr Findley
Seconded: Cllr Bond

Comments: Walmer Town Council strongly objects to this application; the new construction will be out of keeping with the street scene.

- iii. **DOV/23/00765- Deal Castle Cottage, Victoria Road, Deal, CT14 7BA**
Change of use to café/restaurant (Use Class E(b)) with external seating area and alteration to front door. Formation of a pedestrian crossing.
Resolved- Postponed- vote: 5 For, 1 Abstain)
Proposed: Cllr Bond
Seconded: Cllr Blackwell

Comments: Due to the unavailability of the Safety Audit as requested by Kent County Council, Walmer Town Council are unable to comment at this time.

- iv. **DOV/23/01280 – 50 Station Road Walmer, CT14 7QS**
Erection of single storey rear/side extensions, front porch, rear dormer window to facilitate a loft conversion, double doors/access gate to front (existing garage to be demolished)
Resolved- No Objection- Unanimous vote.
Proposed: Cllr Grist
Seconded: Cllr Waite-Gleave

- v. **DOV/23/01325- 4 Granville Road, Walmer, CT14 7LU**
Erection of two storey/single storey rear and 2 side extensions with rear dormer window to facilitate loft conversion (existing side extensions and conservatory to be demolished)
Resolved- No Objection- Unanimous vote.
Proposed: Cllr Blackwell
Seconded: Cllr Findley

- vi. **DOV/23/01357- 112 Downs Road, Walmer, CT14 7TF**
Erection of a two storey/single storey rear/side extensions (existing rear and side extension to be demolished)
Resolved- No Objection- Unanimous vote.
Proposed: Cllr Ludwig
Seconded: Cllr Waite-Gleave

- vii. **DOV/23/00239- Electricity Sub Station, Walmer Science College.**
Salisbury Road Walmer
Installation of a substation in accordance with Part 15 Class B(a) of The Town & Country Planning (General Permitted development) (England) Order 2015, Statutory Instrument 2015 No.596
Resolved- No Objection- Unanimous vote.
Proposed: Cllr Bond
Seconded: Cllr Waite-Gleave

- viii. **DOV/23/01340- 30 Ravenscourt Road Walmer CT14 7EX**

Removal of condition 5 (Arboricultural Impact Assessment) of planning permission 23/00569 for 'Erection of a two-storey side and single-storey rear extension to include an annexe for ancillary use' to allow the removal of condition 5.

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Bind

Seconded: Cllr Blackwell

ix. **DOV/23/01349-Land on the south east side of Gladstone Road, Walmer, Kent.**

Horse Chestnuts (T2 and T6) - Fell to ground level; Horse Chestnuts (T3, T4 and T5) - Reduce the length of their western and north western lateral branches by a maximum of four metres along with the reduction of all other lateral branches and their height by a maximum of three metres, all the subject of Tree Preservation Order No. 9 of 1998

Resolved- Strong Objection- Unanimous vote.

Proposed: Cllr Grist

Seconded: Cllr Waite-Gleave

Comments: No evidence has been provided for the proposed work on trees T3, T4 and T5 which are all protected by a tree preservation order.

Therefore, Walmer Town Council does not believe that there is a justifiable reason for this work to be carried out.

A diseased tree, T6 has already been removed and evidence was provided in connection with work on T1.

While understanding the need for the removal of diseased trees, we would request that they be replaced in order to mitigate the loss of amenity and carbon capture by the replanting of similar trees no younger than five years old.

369. DATE OF NEXT MEETING

Tuesday 9th January @ 7pm

The meeting closed at 20:40

Signed Dated

Bank Balances as at 31/1/24

Lloyds bank	£ -
Unity Trust current	£ 32,022.53
Unity Trust Deposit	£ 240,427.94
Total	£ 272,450.47

Application for a Nature and Biodiversity Grant

Applicant	Details of project	Amount applied for
Walmer and Deal Action for Swifts	Money to be spent to increase habitat of Swifts and increase awareness of declining swift and hole nesting bird populations in the area. To this end 6 swift boxes and 6 Housemartin boxes will be purchased and a leaflet produced. The Leaflet would encourage members of the public to erect their own nesting boxes to further increase the habitat for these birds	£443.43
Recommendation from Amenties and Environment committee is to pay this grant		

Applications for a Small Grants

Applicant	Details of project	Amount applied for
The Deal Society	Money to be spent on a leaflet for the Hertitage open days, Englands largest heritage festival. The weekends aim to improve peoples awareness of the assets in the town, explore venues not normally accessible and bring in tourism.	£100
Recommendation from Finance and General Purposes committee is to pay this grant		
Deal, Walmer and Kingsdown Regatta Association	Money to be spend on the Teddy bears picnic providing entertainment and prizes for the children.	£500
Recommendation from Finance and General Purposes committee is to pay this grant		
Deal TGI Tang Soo Do	Money to be spent on martial arts training equipment. The Club competes at national and international tournments and has had medal sucesses.	£400
Recommendation from Finance and General Purposes committee is to pay this grant, subject to proof of a bank account and as there is no financial history reciepts to be produced after purchase.		



Item: DDC Request for Support for the Toilets.

Date: 30/1/24 .

Meeting: Full Council .

From: Roland Aldred.

As previously discussed a request from Dover District Council was received by Walmer Town Council to renew the support for Marine Road Toilets.

As directed by Finance and General Purposes Committee Cllr Bond, Cllr Jull and the Clerk met with Mr Peerless the Corporate Property Manager for DDC. The issue is one of finances Dover District Council do not have the money to continue the support of said facilities and are very much asking Walmer Town Council to work with them to keep the facilities open. Walmer Town Council asked for options as to what could be done and the level of support they would require to do this

1. 1. Open the toilets from Mid-March until Mid-September and WTC agreeing to half the costs off running the facility. I will have to check Dates to confirm exact dates this can be implemented. Costs to be agreed. Approx cost to be £4000 based on one quarter of the current SLA cost for full year.
2. Open the toilets all year with WTC agreeing to half the costs of running the facility. Current SLA proposal for 24/25 = £14,147.92 therefore this would equate to £7,073.96.
3. The third option would be to continue to offer no support in this case the cost to WTC would be £0 but there is a likelihood of the toilets closing. Based on experience in Dover this would have a negative impact on public perceptions of both Councils.

Members to decide.



Item: Voluntary Announcement of Other Interests.

Date: 30/1/24 .

Meeting: Full Council .

From: Finance and General Purposes Committee.

Walmer Town Council has not formally adopted a definition of what constitutes a VAOI. Although this is commonly used term in local government, officially adopting a definition would make it clearer to new members as to what a VAOI was and would ensure that it was a recognised term within our constitution in any circumstances where an investigation was conducted.

The finance and General Purposes Committee has recommended we adopt the following definition and display this on our website along with the other Governance and Procedure documents:

Voluntary Announcement of Other Interest (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on matter under consideration

Members to decide.



Item: Ideal Council office.
 Date: 17/1/24.
 Meeting: Amenities and Environment.
 From: Roland Aldred.

An ideal office space for Walmer Town Council for the Foreseeable future would include:

1. Meeting Room

Large meeting room - Capable of holding all council meetings capable of seating approximately 50 people. With external access.

Kitchen – space for sink, urn, fridge and microwave

Toilet – disabled access

2. Office Space

Main office for staff – open plan would double up as area to meet public. Space for 3 desks with window access to

Public area for reception – for public to enter when visiting the Council.

2nd Office – to allow for the Clerk to have a separate work space within the office with space to seat a guest or two.

Storage Area –

Small Meeting Room – allow for Members or officers to hold meetings on a smaller scale to conduct the business of the council suggest capacity for up to 6 attendees.

Toilet

The building would be situated in prominent location in Walmer.

The building would need to be full disabled access.

Some parking would be required for staff members and public.

Recommendation of the Amenities and Environment committee

To accept above description of the ideal office space for the foreseeable future and to send this to local estate agents.

Members to decide



Item: Motion for the Ocean.

Date: 30/1/24 .

Meeting: Full Council .

From: Climate Emergency Working Group.

Recommendation : For Walmer TC to adopt the attached 'Motion for the Ocean' as various councils of coastal towns, such as FalmouthTC, Seaham TC, Isle of Wight Council and Canterbury City Council have done in 2022 and 2023.

Report : Across our Walmer / Deal area, residents are increasingly aware of the need to protect our coastal waters and our foreshore from various pollutants; both to protect human health and to recover sea-based and shore-based natural biodiversity, in view of the evidence that numbers have crashed in recent decades. In particular, item 8.e. of the 'Motion for the Ocean', is about action to reduce pollutants from plastics which are fossil-fuel-derived, and which medical research shows break down into nanoparticles which damage our health.

The 'Motion for the Ocean' was adopted by the Local Government Association on 29th Sept 2022. The Motion was originally developed by LGA Coastal SIG, Ocean Conservation Trust and University of Exeter. For councillors who would like to read up more details on the 'Motion for the Ocean', there is a 3 page briefing document that accompanies the 2 page Motion itself, available on request.

I suggest that

- by adding the voice of WalmerTC to the call nationally to government in London and to higher level councils to act effectively and urgently on the issues,
- by joining our WalmerTC voice to that of other coastal councils,

we do what we can as a level 1 council to push for action and we show our residents that we hear their concerns on these important 21st century issues.

To note: At our March 2024 meeting, CEWG will be discussing how to work in practical ways with local community groups to support existing initiatives to reduce plastic pollutants, and how to persuade DDC to support us in acting to reduce the use of plastics.

Walmer Town Council declares an urgent need for Ocean Recovery.

We recognise that Walmer is on the coast with many homes, organisations and businesses, located close to sea-level and, like similar parishes in East Kent, we need ocean recovery for the well-being of current and future generations, we need to meet our net zero carbon targets, and we need net zero carbon to recover our ocean.

Walmer Town Council pledges to ask **Dover District Council** (our Local Authority) and **Kent County Council** (responsible for Kent-wide resilience) to :

1. Report to Full Council within 12 months on the actions and projects that will begin an ocean recovery in Dover district, and in East Kent.
2. Embed ocean recovery in all strategic decisions, plans, budgets, procurement and approaches to decisions by the Council (particularly in planning, regeneration, skills and economic policy), aligning with climate change mitigation and adaptation requirements, and considering ocean-based solutions in our journey towards a carbon neutral and climate resilient future.
3. Ensure that local planning supports ocean recovery, working closely with the Marine Management Organisation to embed strong links between the Local Plan and the Dover district Marine Plan to support ocean recovery.
4. Ensure that our nature, biodiversity and climate strategies, such as the Local Nature Recovery Strategy, recognise how land and rivers connect to and impact the ocean and strive to support ocean recovery through a source-to-sea approach.
5. Work with partners locally and nationally to deliver improved water quality and increased sustainability in marine industries, and to develop a sustainable and equitable blue economy that delivers ocean recovery and local prosperity; including the local fishing industry and the vital work of Kent & Essex Inshore Fishing and Conservation Authority, (IFCA).
6. Grow ocean literacy and marine citizenship in Dover district, including:
 - a. Ensuring all pupils are given the opportunity to experience the ocean first-hand before leaving primary school - striving to include home-schooled children
 - b. Promoting sustainable and equitable access to the ocean through physical and digital experiences for all residents.
 - c. Through these actions, embed understanding of the “source-to-sea” approach and how all people, wherever they live, impact and are impacted by ocean health.
7. Use the Council website and other communication channels to update on ocean recovery progress, and signpost to ocean literacy development opportunities and marine citizenship pledges.
8. **Walmer Town Council** will write to the **Government** asking them to put the ocean into net recovery by 2030 by:
 - a) Ensuring Inshore Fisheries and Conservation Authorities have the resources they need to effectively research and monitor our growing number of marine protected areas, and to set and enforce appropriate fishing levels that support local economies and deliver environmental sustainability.
 - b) Working with coastal, estuarine and maritime communities to co-develop marine policy to ensure it delivers equitable and sustainable outcomes in local placemaking.
 - c) Appointing a dedicated Minister for the Coast.
 - d) Embedding ocean and civic literacy into the national curriculum.

- e) Stopping plastic pollution at source by strengthening the regulations around single-use plastics and set standards for microfibre-catching filters to ensure that all new domestic and commercial washing machines are fitted with a filter that captures a high percentage of microfibres produced in the wash cycle and support the solutions needed to address the threat posed by historic coastal landfill sites.
 - f) Improving the water quality of our rivers, estuarine and coastal waters leading to the ocean to benefit nature and the health and wellbeing of all UK residents, including by stopping the regular pollution of our rivers and seas.
 - g) And by listening to marine and social scientific advice to update the Marine Policy Statement and produce a national Ocean Recovery Strategy which will:
 - i. Enable the recovery of marine ecosystems rather than managing degraded or altered habitats in their reduced state.
 - ii. Consider levelling up, marine conservation, energy, industrial growth, flood and coastal erosion risk management, climate adaptation and fisheries policy holistically rather than as competing interests.
 - iii. Develop a smarter approach to managing the health of the entire ocean that moves beyond Marine Protected Areas and enables links to be made across sectors towards sustainability.
 - iv. Establish improved processes for understanding the benefits of ocean recovery, leaving no doubt the links between this and human lives, livelihoods, and wellbeing.
-



Item: Procedure for Complaints made by one councillor against another .

Date: 04/01/24.

Meeting: January Human Resources.

From: Roland Aldred.

The current procedure is:

"Procedure for complaints made by one councillor against another"

- 1) On receipt of a complaint either verbal or written, the Clerk, the Chairman of the Council, the vice chairman of the Council or the Chairman of the HR Committee will facilitate a meeting with both parties to try to effect a reconciliation.
- 2) The aim will be to resolve the issue within 28 days from receipt of the original complaint.
- 3) If after this time a resolution cannot be reached, the complaint will be referred to the Monitoring Officer at Dover District Council in line with Walmer Town Council's Code of Conduct.
- 4) The decision of the Monitoring Officer will be final."

A member will always be allowed to bypass this policy and go directly to the monitoring officer.

A Town Council has no power to do anything other than facilitate a meeting for the two parties to get together to try to work out any issues. If the issue is one of a complaint about breaching the Code of Conduct (and therefore unlikely to be resolved in a meeting between the Members due to the nature of the complaint) the Dover District Council monitoring officer is appointed to investigate and deal with the complaint in line with current legislation.

Having taken advice from KALC, code of conduct complaints from one member about another should always be handled by the monitoring officer. Should the Town Council wish to try to mediate they should not investigate or take a position on one side or the other for risk of legal liability.

Recommendation of the Human Resources Committee.

The Human Resources Committee discussed the current policy and the voted on a recommendation it should be noted that the recommendation was passed by a majority of one vote. A large discussion was held around mediation and how that could be realised in a way that would offer no risk to the Council. Ultimately the decision was made that any complaints should go through the completely independent monitoring officer at Dover District Council.

The recommendation was to have a simple policy of:

Walmer Town Council cannot become involved in formal complaints made by one councillor against another.

Should a councillor decide that they wish to make such a complaint it must be sent directly to the Monitoring Officer at Dover District Council who will investigate and make any recommendations which he deems appropriate,

Members to decide