



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

Tel: 01304 362363

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

Dated 27th March 2024

To All Councillors

You are hereby summoned to attend the **COUNCIL MEETING** of **WALMER TOWN COUNCIL** to be held on **Wednesday 3rd April 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 6th March 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 – No minutes to present.
- b. Finance + General Purposes – No minutes to present.
- c. Walmer in Bloom – minutes from Feb 20th 2024.
- d. Events Committee – minutes from Jan 30th 2024.
- e. Planning Committee – minutes from Feb 13th, 2024.
- f. Climate Emergency Working Group — No minutes to present
- g. Public Engagement Working Group – no meeting held.

Attach 3

Attach 4

Attach 5

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

- a. Events - minutes from Mar 5th, 2024.
- b. Planning Committee – minutes from Mar 12th, 2024.
- c. Walmer in Bloom – minutes from Mar 19th, 2024.

10. REPORT OF THE CLERK

To receive a report from the Clerk on matters received.

11. FINANCIAL REPORT

For noting:

- i. Bank balances. Attach 6
- ii. Monthly statement for February
To Decide
- iii. Recommendation from Events committee on amending budgets within the events budget.
Attach 7
- iv. To approve payment of £6,000 (previously agreed amount but over the limit) for WTC share of the secure cycle storage facility at Walmer Train station.

12. INVITATIONS & EVENTS

No invitations have been received.

13. CAMPING AT THE DRILL FIELD FOR THE 200 YEAR ANNIVERSARY OF THE REGATTA

To decide on allowing the Downs Sailing Club to set up a campsite at the Drill field during the regatta in 2026. Attach 8

14. REPORT OF THE AUDITOR

To receive the report of the auditor from his visit in January 2024 for noting. Attach 9

15. DOVER DISTRICT COUNCILS REQUEST FOR SUPPORT FOR THE MARKE WOOD PLAY AREA.

To decide on whether to financially support Dover District Council in revitalising the play area at Marke Wood.

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

To move in to a private session.

17. No 8 THE STRAND

To receive an update on the progress of the assignment of the lease for No 8 the Strand.

18. VOTING RIGHTS ON COMMITTEES

ENC 1

To receive a report and make a decision on voting rights on committees.

19. DATE OF NEXT MEETING

1st May 2024.

Annual Town Meeting 17th April 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 they 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 their 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

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DRAFT Minutes of the Meeting of Walmer Town Council held on Wednesday 6th March 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 R Blackwell, Cllr A Friend, Cllr J Murray, Cllr D Richardson, Cllr Waite-Gleave, Cllr Findley and Cllr P Jull.

Officers Present: Roland Aldred, Town Clerk

513. APOLOGIES FOR ABSENCE

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

514. DECLARATIONS OF INTEREST

No declarations were made.

515. OPENNESS AND TRANSPARENCY

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

516. CHAIRMAN'S REPORT

The Chairman reported:

- i. we had received nothing from DDC in regard to the toilets as of yet.
- ii. The assignment of No 8 continues to progress and is in the hands of the solicitors.

517. MINUTES

Members received the minutes of the Council meeting held on Wednesday, 7th February 2024.

RESOLVED: That the minutes be approved and signed.

Proposed by Cllr Waite-Gleave

Seconded by Cllr Eddy

For 12

Against 0

Abstain 0

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

No matters were raised.

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

- i. No members of the public were present.
- ii. Cllrs Murphy, Beer and Vinson offered apologies.
Cllr Murphy of Kent County Council sent in a written report:
 - a. Lobbying KCC Highways on the continued disruption in Upper Walmer.
 - b. Speaking with Kent Police on measures to reduce speeding in Upper Walmer.
 - c. KCC budget approved at Feb 19 meeting, increases set at the maximum allowed without a referendum.
 - d. National Empty Homes Week commences 4th March. The Economic Development team at KCC through the innovative No Use Empty Scheme has brought 9000 properties back in to use.
 - e. The Economic Development Team has generated an additional £500,000 in revenue while making savings of £230,000 for the county.
 - f. The Economic Development Team continues to press central government over replacement SMR reactors at Dungeness while exploring all alternative avenues of power generation.

Cllr Beer of Dover District Council reported:

- a. I have been investigating the impact of second home ownership on local towns including Deal and Walmer.
- b. Discussions have been had around the Port Health issue. Currently a government proposal would withdraw £2,000,000 of funding from the government from April. DDC are resisting this firmly and the matter is being taken to a parliamentary committee.
- c. £250,000 has been removed from projected expenditure in the budget.
- d. Homelessness is rising in the district, the council does all it can to avoid using B&B's for temporary accommodation. The council is looking to create extra short term housing to help meet these needs.
- e. I have been looking at parking charges, Green waste and housing for disadvantaged families.

520.CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS

Cllr L Ludwig reported that Kent Police have been investigating some anti-social behaviour from youths in the town. The Police are happy to report that one homeless person reported to them has now been rehomed.

521.COMMITTEE REPORTS AND MINUTES

- i. To receive any reports and any agreed minutes as follows:
 - a) Amenities + Environment – No minutes to present.
 - b) Finance + General Purposes – No minutes to present.
 - c) Walmer in Bloom – minutes from Jan 16th, 2024.
 - d) Events Committee – No minutes to present.
 - e) Planning Committee – minutes from Jan 9th, 2024.
 - f) Climate Emergency Working Group — minutes from Nov 16th, 2023
 - g) Public Engagement Working Group – no meeting held.

RESOLVED: Members agreed to note the minutes of all the above committees and ask that the Chairman write to the owner of planning application DOV/23/01453 to advise that as Walmer Town Council is not liable for the maintenance of Hawkshill Camp Road he should

ensure that the contractors are made aware that any damage to the accessway will require putting right by them for the sake of the owner and his neighbours.

Proposed Cllr Eddy

Seconded Cllr L Friend

For 12

Against 0

Abstain 0

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

RESOLVED: to note the draft minutes.

Proposed Cllr Eddy

Seconded Cllr Friend

For 12

Against 0

Abstain 0

522.REPORT OF THE CLERK

The Clerk reported:

- i. 3 requests have been made by members of the public to extend the months of opening of the MUGA

RESOLVED – To ask the Amenities and Environment Committee to review the options and cost/benefit of additional opening and report back to Council.

- ii. A Freedom of Information request was received by Walmer Town Council, and it would appear a large number of Town/Parish Councils in the UK in regard to social housing, as Walmer Town Council does not own any social housing and isn't the authority on this no information was held to provide. The requestor was referred to Dover District Council as the relevant authority in the district.

- iii. The Clerk will be on annual leave for the last week of this month.

RESOLVED – To note the report of the Clerk.

Proposed – Cllr P Ludwig

Seconded – Cllr Blackwell

For 12

Against 0

Abstain 0

523.FINANCIAL REPORT

- i. Bank Balances

Members received the bank balances

Bank Balances as at 29/02/24

Lloyds bank	£ -
Unity Trust current	£ 31,957.67
Unity Trust Deposit	£ 228,969.06
Total	£ 260,926.73

ii. Monthly Finance report

Members received the February 2024 monthly financial report.

Financial update for month of February 2024

Balance at start of month

£272,451.47

Payments			Receipts		
Who	For	Amount	Who	For	Amount
Travel Claims	Cllr Travel claims for meetings	£53.70	Allotment Holders	Allotment Rent	£1,097.69
KALC	Staff Training	£30.00			
Gazen Salts Nature Reserve	Cutting and collecting grass from Hawkshill	£395.00			
Staff	Freedown	£4,688.63			
HMRC	Salary	£1,204.11			
KCC LGPS	Tax and National Insurance	£2,739.45			
Edge IT	Pensions	£1,392.12			
Mitec	Annual Contract coverage	£129.24			
Credit Card	Telephone Charges	£308.60			
Grant Payments	Credit Card payments	£1,043.43			
Lloyds Bank	General and Green Grant Payments	£3.00			
E.on Next	Bank Charges	£99.25			
Viking	Electricity Bill- No 8 the Strand	£233.68			
R Thompson	Stationery items	£24.00			
EDF Energy	Hawkshill Fuel for tools	£122.99			
KCCPS	Gas Bill - No 62 The Strand	£110.82			
	Cost per copy print charge photocopier				
Total		£12,578.02	Total		£1,097.69

Balance at end of month

£260,971.14

This month spend

-£11,480.33

% of yrs precept for month

4.66%

Total net spend YTD

-£162,502.97

% of precept YTD

66.03%

Last year

-£17,460.05

% of precept for month

7.46%

Total spent LYTD

-£230,219.11

% of precept LYTD

98.43%

RESOLVED – Members agreed to note the bank balances and monthly finance update.

Proposed Cllr Eddy

Seconded Cllr Friend

For 12

Against 0

Abstain 0

iii. To agree to add Mrs L Simmonds as a bank administrator.

RESOLVED – To add Mrs Simmonds to ensure that invoices can be paid even if the Clerk is unavailable.

Proposed Cllr Jull

Seconded Cllr Findley

For 12

Against 0

Abstain 0

iv. To agree monies not spent on tree planting are added to a reserve for planting next year.

RESOLVED – To agree to carry monies forward.

Proposed Cllr Friend

Seconded Cllr Eddy

For 11

Against 1

Abstain 0

- v. To agree monies not spent on highways improvements are added to a reserve for improvements next year.

RESOLVED – To agree to carry monies forward.

Proposed Cllr Eddy

Seconded Cllr Friend

For 10

Against 1

Abstain 1

524. INVITATIONS AND EVENTS

Cllr Bond will be attending the centenary of Deal Hospital.

525. EXTENSION OF ABSENCE

Members received a proposal to allow Cllr Simpson additional time on leave of absence due to the sudden bereavement of his wife.

RESOLVED – To approve an additional 6 months for Cllr Simpson.

Proposed – Cllr Murray

Seconded – Cllr Eddy

For 12

Against 0

Abstain 0

526. CARBON AUDIT

Members received a written report from Cllr Waite-Gleave updating Walmers Carbon Audit.

RESOLVED – To note.

Proposed – Cllr Waite-Gleave

Seconded – Cllr Eddy

For 12

Against 0

Abstain 0

527. SIGNAGE IN THE TOWN

Members received a written report from Cllr Murray on signage in the Town.

RESOLVED – Members agreed to note the report

Proposed – Cllr Friend

Seconded – Cllr Findley

For 12

Against 0

Abstain 0

RESOLVED – Members asked the Amenities and Environment committee to inventory signage and put together a priority list of signage to be replaced.

Proposed – Cllr Eddy

Seconded – Cllr Murray

For 7

Against 4

Abstain 1

528. ACTION PLAN

Members received draft action plan of current projects Walmer Town Council is working on.

RESOLVED – To accept the action plan.

Proposed – Cllr Friend

Seconded – Cllr Eddy

For 12

Against 0

Abstain 0

529. DATES FOR 2024/25 MEETINGS

Members received draft calendar of meetings for 2024/25.

RESOLVED – Members agreed to the draft calendar.

Proposed – Cllr Friend

Seconded – Cllr Jull

For 12

Against 0

Abstain 0

530. ITEMS FOR NEXT MEETINGS AGENDA

Members were advised as the Clerk will be absent for the week of the 25/3/24, all items they wish adding to the April agenda must be provided by the 21/3/24.

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

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

RESOLVED To move to a private session.

Proposed – Cllr Friend

Seconded – Cllr Jull

For 12

Against 0

Abstain 0

532. DRILL FIELD

Members received a written report from Cllr Murray on progress with the replacement lease with Deal, Betteshanger and Walmer Rugby and Social Club.

RESOLVED – To agree the recommendation on costs of legal advice and to agree the switch in legal representation.

Proposed – Cllr Eddy

Seconded – Cllr P Ludwig

For 11

Against 1

Abstain 0

Members received a report from the Clerk detailing a request from the Rugby Club for the lease to be increased in length from 30 years to 50 years.

RESOLVED – To agree to stick to the previous resolution of a 30 year lease.

Proposed – Cllr Jull

Seconded – Cllr Eddy

For 10

Against 0

Abstain 2

533. DATE OF NEXT MEETING

Wednesday, 3rd April 2024, 7 pm.

The meeting closed at 20.35 pm.

Signed: Date:



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Minutes of the meeting of the Walmer in Bloom Committee held on Tuesday 20th February 2024 at 8 The Strand, Walmer, at 7.00 pm.

Present: Cllr L Ludwig (Chairing), Cllr P Ludwig, Cllr S Waite-Gleave, Cllr P Findley
Co-Opted Members: Mr D Thompson, Mrs A Late, Mrs D Bogue

Officers present: J Miles (Administration Officer)

488. ELECTION OF TEMPORARY CHAIRMAN

Cllr L Ludwig was put forward for temporary chairman of the committee for this meeting.

RESOLVED – Cllr L Ludwig elected as temporary chairman

Proposed P Ludwig

Seconded Cllr Findley

For 7

Against 0

Abstain 0

489. ELECTION OF A CHAIRMAN FOR THE COMMITTEE FOR 2023/24

Cllr L Ludwig was put forward for chairman of the committee for the remainder of the 2023/24 year.

RESOLVED – Cllr L Ludwig elected as chairman

Proposed P Ludwig

Seconded Mrs Bogue

For 4

Against 3

Abstain 0

490. ELECTION OF A VICE CHAIRMAN FOR THE COMMITTEE FOR 2023/24

Cllr Waite Gleave was put forward for vice chairman of the committee for the remainder of the 2023/24 year.

RESOLVED – Cllr Waite Gleave elected as vice chairman

Proposed Cllr Findley

Seconded Mrs Late

For 7

Against 0

Abstain 0

491. APOLOGIES FOR ABSENCE

Mrs S Le Chevalier

492. DECLARATIONS OF INTEREST

None declared

493. MINUTES OF LAST MEETING

Minor changes to be made to Entry 405.1.a.

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

Proposed by: Cllr Findley

Seconded by: Cllr Waite Gleave

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

None

495. HAWKSHILL

- I. To receive a verbal report from Mr D Thompson
 - a. Volunteers had a total of 60 hours over 5 Sunday sessions and 20 hours over weekday sessions since the last meeting.
 - b. The cutting of the grass on the Plateau has been complete by Gazen Salts and raked, bagged and recycled by the volunteers.
 - c. Gazen salts left small patches uncut due to local wildlife in the area
 - d. Work on the bank has allowed for new plants and flowers to begin emerging
 - e. The overgrowth along the main paths has been cut
 - f. A new volunteer has come forward and joined
 - g. The channel view area has been worked on, some of the greenery removed and the area trimmed and dug out ready for the delivery of the new whips.
 - h. Volunteers have received the gloves they requested from the council
 - i. One fork has broken, Admin to check into replacement.
- II. The KCC Historic treescapes grant has been successful and 420 whips will be delivered to Hawkshill Freedown on 28th February. Planting to be completed by 31st March.
RESOLUTION – Noted.
- III. Admin to contact volunteers Richard Oram and Steve Coates in regards to a possible moth collecting evening sometime later this year.
- IV. All leaflet and poster deliveries have been dispatched to members and distributed in the areas around Hawkshill
RESOLUTION – Noted.

496. YORK AND ALBANY

- I. A report was given by Mrs Bogue
 - i. Thanks went out to Cllr Waite Gleave for her efforts in obtaining fruit trees for the Peace Garden, they should be delivered in early March. A planting event is being considered.
 - ii. The meeting minutes from the Walmer In Bloom Committee meeting on 16th January was shared with the group.
 - iii. A provisional date has been laid down for the Open Day on the 1st June 2024, this is subject to clashes with other members or events. Leafleting the local area is being considered to let others know of the open day. Council social media and notice board may also be used to advertise the event.
 - iv. The management plan is still in progress, Cllr Waite Gleave to contact Jo Daniels of DDC to chase up the TPO requests for York and Albany.
 - v. Mrs Bogue has created a spreadsheet to keep track of necessary tasks, sighting and meetings.
 - vi. Next meeting to coincide with the arrival of the fruit trees in early March.
 - vii. Admin to check into the current status of the UKPF application.

497. BUDGET

- i. Members received a copy of the 2024/25 budgets.
RESOLUTION – Noted.

498. LOCAL CAMPAIGN 2023

- A) FLORAL DISPLAYS
 - a) Fixed Planters

- i. Committee agreed to a handover ceremony once the confirmed dates are received from Ripplevale School.
 - ii. Volunteers have been confirmed for planters along The Strand and Upper Walmer as well as confirmed for those at the Council office and Corner Café. Others are still needed for those not currently being looked after at the Rugby Club on Canada Road.
- b) Campaign colours for 2024 have been decided to commemorate the 200th anniversary of the RNLI.

RESOLVED – Colours chosen for 2025 for RNLI anniversary

Proposed Cllr P Ludwig

Seconded Mr Thompson

For 7

Against 0

Abstain 0

B) KEY ACTIVITY DATES

- a) Members received an updated copy of the campaign's key activity dates for 2023

RESOLUTION – Noted.

C) SCHOOL/YOUTH ACTIVITIES

- a) WIB Competition specifications distributed to local schools, one has replied, attempts to contact the other will be made via email or letter.

RESOLUTION– Noted

499. MARKE WOOD

To be removed from the agenda, possibly moved to the A&E meeting in April.

500. PURCHASES

- i. Cllr Ludwig approached the possibility of purchasing or acquiring water butts for use by the council, this would include Hawkshill, York and Albany and the Allotments. This would also include liaising with others such as RNLI and the Rugby Club about putting them nearby to the planters on their land.
- ii. A proposal to procure drought loving and pollinator friendly plants, Cllr Findley to send out email with list of plant types suitable for the Nature Corridor currently being looked at. There was also a query about obtaining a mulcher in order for the council to use waste materials from its green areas to make mulch for the planters.
- iii. Green sites could be used to make compost for Gothic Close and the planters, a composter and bins could also be set up at the York and Albany garden to assist with this. (Any green waste can be used as mulch in planters)

501. VOLUNTEERS

- i. An open session for volunteers is being considered to help increase interest in conservation and volunteering for the green areas. Additional ideas included including information about volunteering at events and on the website/facebook page.

499. ISSUES FOR INCLUSION ON NEXT AGENDA

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

500. DATE OF NEXT MEETING

Tuesday 19th March 2024 at 7:00pm at 8 The Strand.

The meeting closed at 20:40

Signed _____

Dated _____



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

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

Officers Present: Lynne Simmons – Administration officer.

446. WELCOME AND APOLOGIES

Cllr Friend offered apologies.

Cllr Simpson offered apologies due to family reasons.

Mr Thompson offered apologies due to other commitments.

447. DECLARATIONS OF INTEREST

No interests were declared.

448. OPENNESS AND TRANSPARENCY

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

449. MINUTES OF THE PREVIOUS MEETING

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

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

Proposed by: Cllr Ludwig

Seconded by: Cllr Grist

450. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

None.

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

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

NOTED.

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

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

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

RESOLVED.

Proposed by: Mrs Beard-Gould, Chairman

Seconded by: Cllr Ludwig

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

NOTED.

452. DEAL, KINGSDOWN AND WALMER REGATTA

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

RESOLVED.

Proposed by: Mrs Beard-Gould, Chairman

Seconded by: Cllr Ludwig

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

RESOLVED.

Proposed by Cllr Ludwig

Seconded by Mrs Beard-Gould, Chairman.

453. EVENT PLANNING FOR CHILDRENS FESTIVAL 2024

- i. Members discussed options presented for different activities/costs provided by The Creation Station. Questions were raised, including how eco-friendly the materials used are, what space or other items of equipment (eg marquee) would be required at the event.

A proposal was made for Walmer Town Council to invest in a combination of the activities offered by The Creation Station for the Children's Festival, subject to satisfactory samples of the options being received and reviewed.

RESOLVED.

Proposed by: Mrs Beard-Gould, Chairman

Seconded by: Cllr Richardson

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

NOTED.

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

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

NOTED.

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

NOTED.

454. EVENT PLANNING FOR BROCANTE 2024

- i. Members discussed the pitch sizes and layout for Brocante 2024.

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

RESOLVED.

Proposed by: Cllr Richardson

Seconded by: Cllr Ludwig

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

NOTED.

455. FUTURE EVENTS 2024.

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

RESOLVED.

Proposed by: Mrs Beard-Gould, Chairman

Seconded by: Cllr Richardson

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

NOTED.

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

RESOLVED.

Proposed by: Cllr Richardson

Seconded by: Cllr Ludwig

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

456. DATE OF NEXT MEETING

Tuesday 5th March 2024 @ 5.30pm

The Chairman closed the meeting at 19.05pm

Signed

Date



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 13th February 2024 at 7.00pm at No 8, The Strand, Walmer

Present: Councillors:

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

Officers present: John Miles (Administration Officer)

479. APOLOGIES FOR ABSENCE

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

480. DECLARATIONS OF INTEREST

None Received

481. OPENNESS AND TRANSPARENCY

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

482. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting, held on Tuesday 9th January 2024, were approved as a correct record, and will be signed by the Chairman at the earliest opportunity.

Minor changes regarding Planning Application comments for DOV/23/01373 requested

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

Proposed: Cllr Waite-Gleave

Seconded: Cllr Grist

483. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

Admin to follow up on concerns regarding application DOV/23/1373- Roman Landings Adventure Golf. Notifications to be made to the relevant parties.

484. PLANNING DECISIONS

Reference	Site	DDC	WTC	Description
23/01357	112 Downs Road	Grant Planning Permission	No Objection	Erection of a two storey/single storey rear/side extensions (existing rear and side extension to be demolished)
23/01293	29 Ardent Avenue Walmer Kent CT14 7UE	Grant Planning Permission	Walmer Town Council strongly objects to this application, the new construction will be out of keeping with the street scene.	Change of use to garden land (residential) and erection of 1.3m fencing
23/01349	Land On The South East Side Of Gladstone Road Walmer Kent	Grant Consent	<p>Strongly Object- 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.</p> <p>A diseased tree, T6 has already been removed and evidence was provided in connection with work on T1.</p> <p>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.</p>	Horse Chestnut (T2) - 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
23/01410	21 Walmer Castle Road Walmer CT14 7NG	Grant Consent	No Objection	T1 Beech - removal of one lower limb and overall crown reduction by up to 2 metres; T2 Horse Chestnut and T3 Beech - overall crown reduction by up to 2 metres; T4 Copper Beech - target prune back one limb to provide line clearance, all the subject of Tree Preservation Order No 1 of 1965.
23/01387	6 Granville Road Walmer CT14 7LU	Grant Planning Permission	No Objection Comments- Walmer Town Council would like for Dover District Council to check this application due to a possible overlook from the rear balcony into the next-door garden.	Erection of single-storey west side extension, part two-storey/single-storey east side extension, glass balustrade/roof terrace and external alterations (existing side extension to be demolished)

485. PLANNING APPLICATIONS – NEW

**i. DOV/23/01377- Walmer Lawn Tennis And Croquet Club Pavilion Archery Square
Walmer Kent CT14 7HP**

Erection of single storey clubhouse with canopy linking to existing changing rooms
(existing clubhouse to be replaced)

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Blackwell

Seconded: Cllr Waite Gleave

Comments: Walmer Town Council has no objections to the construction of the new clubhouse at the site, however the following conditions are requested before construction begins.

- A. Examination of the drainage system and if it is suitable for the changes made to the internal structure of the clubhouse.
- B. Examination of the proposed roofing materials and if they are suitable for the construction as well as fitting in with the local area.
- C. Examination of the proposed height of the new construction and if it needs to be at the height requested.

Walmer Town Council is also pleased to see that the trees and bushes that are already part of the location are being retained.

ii. DOV/24/00027- 93 Canada Road Walmer CT14 7EJ

Conversion of garage to habitable accommodation and erection of first floor side extension

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Findley

Seconded: Cllr Waite Gleave

iii. DOV/24/00065- Overglen St Clare Road Walmer CT14 7QB

Erection of single storey rear/side extensions, rear first floor extension, solar panels to roof, insertion of ground floor window, rooflight and replacement windows.

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Blackwell

Seconded: Cllr Grist

iv. DOV/23/01451-30 Blake Close Walmer CT14 7UB

Crown reduce back to previous reduction points of three Sycamores the subject of Tree Preservation Order No 1 of 1965.

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Ludwig

Seconded: Cllr Blackwell

v. DOV/23/01450-34 Blake Close Walmer CT14 7UB

Re pollard back to previous points of one Lime tree the subject of Tree Preservation Order No 1 of 1965.

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Blackwell

Seconded: Cllr Waite Gleave

vi. **DOV/24/00087-27 Granville Road, Walmer, Kent, CT14 7LQ**

Crown reduce by approx 4 metres and rebalance and crown lift to at least 5.2 metres over road of four Sycamores (T1-T4) all the subject of Tree Preservation Order No. 1 of 1959.

Resolved- No Objection- Vote: 4 For, 1 Abstention

Proposed: Cllr Findley

Seconded: Cllr Grist

vii. **DOV/24/00082- Osborne House , Hawksdown, Walmer, Kent**

Re-pollard back to previous pollard pruning points of one Lime (T1) the subject of Tree Preservation Order No 4 of 1976.

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Blackwell

Seconded: Cllr Ludwig

viii. **DOV/24/00099- 397 Dover Road, Walmer, CT14 7NZ,**

Repollard two limbs closest to 11 Thompson Close by 2 metres (to boundary) of one Lime the subject of Tree Preservation Order No 1969/2.

Resolved- No Objection- Vote: 4 For, 1 Against

Proposed: Cllr Blackwell

Seconded: Cllr Waite Gleave

Comments: Walmer Town Council has no objections to the **proposed** works on the two limbs indicated only for the 2024 application. Objections are held for the Rolling Consent request on the application.

486. PROJECTOR

More information and quotes to be provided by Admin, Cllr Findley and Ludwig will assist with further research. They will bring a proposal to the March Planning meeting.

487. DATE OF NEXT MEETING

Tuesday 12th March @ 7pm

The meeting closed at 20:25

Signed Dated

Bank Balances as at 25/03/24

Lloyds bank	£ -
Unity Trust current	£ 33,856.24
Unity Trust Deposit	£ 213,153.40
Total	£ 247,009.64



Item: Request to Transfer Event Budget Amount: Christmas Event 2024

Date: 19/03/2024

Meeting: Full Council Meeting Wednesday 3rd April 2024

From: Lynne Simmons

At the November 23 Events meeting, the committee conducted a review of all events which had taken place up to that date. It was agreed to cancel two events and move forward with three events for 2024, and that the Carols On The Green Christmas event would be reviewed following the delivery of the event in December 2023.

At the 5th March meeting of the Events Committee the format of the Christmas Event was discussed, along with the feedback received after the event. By a majority decision the committee agreed that they wished to modernise the current event, that it should be more light-hearted and an inclusive festival for all to celebrate. A different celebratory event was proposed, delivered through a combination of traditional well-known Christmas carols and other popular Christmas songs using free local talent.

In November 23, when setting the Events budgets for financial year 2024/25, the Christmas event budget was based on the 2023 format and was approved as £2k. For the past two years this has funded a small marquee and chairs, a wind orchestra and lighting/sound system for the hour-long event on Walmer Green.

An additional “new events” Budget of £3.5k was also agreed for 2024/25 to provide funds for the development of a new event. This budget is now very unlikely to be used in 2024 due to the time it takes to explore ideas and work up the details of a new event, whilst considering the timeline needed to secure bookings etc.

The Events committee is recommending transferring a sum of £1.1k from the agreed budget for the development of a new event, to support the revised agreed Christmas event for 2024.

Members to decide.



Item: Camping on the Drill Field for the 200 yr regatta.

Date: 22/3/24.

Meeting: Full Council April.

From: Roland Aldred.

Deal, Betteshanger and Walmer Rugby and Social Club have made a request to Walmer Town Council to allow use of a part of the Drill Field for camping from Sunday 19th to Saturday 25th July 2026. This would be used by the Downs Sailing Club as part of the 200 years regatta.

The plan would allow for approximately 150 camping places to be made available, the Rugby Club Would hire the field and facilities of the club house to the Downs Sailing Club.

As the Rugby Club are leasing the space they would be responsible for making right any damage to the pitches, so WTC do not need to consider this in their decision.

The agreement between the two clubs makes it clear that the Downs are responsible for all health and safety aspects (they are working with DDC already on the event).

As we are aware there are issues of noise complaints from the Drill Field, the location is in a residential area the agreement states that "as we are in a residential area, consideration must be made for our neighbours at all times. We ask that noise outside should be reduced to a minimum by 11.00.

The lease does allow for the rugby club to sub lease the property with permission from WTC, WTC may not unreasonably withhold permission.

Members to decide whether or not to grant permission.

WALMER TOWN COUNCIL INTERIM INTERNAL AUDIT REPORT 2023-24

ATTACH 9

I am pleased to report to Members of the Town Council that I have carried out an interim internal audit of the Parish Council's records for 2023-24.

Members should be aware that the audit tests that I undertook during the interim audit cannot be relied on to identify the occasional omission or insignificant error, nor to disclose breaches of trust or statute, neglect or fraud which may have taken place and which it is the responsibility of the Members of the Council to guard against through the Parish Council's internal control procedures.

I would like to take this opportunity to thank your Clerk and Deputy Clerk for the assistance given to me in the conduct of the audit that took place on 31 January 2024.

PREVIOUS AUDITS:

The external audit certificate on the 2022-23 accounts was issued with a qualification for an error in signature dates. The Council considered the report on 4 October 2023 and resolved to implement an additional check in the 2023-24 process.

There are no issues to be followed up from my 2022-23 audits.

NOTES FROM THIS VISIT:

During the visit, I reviewed and tested the accounting records including the cashbook, bank statements and bank reconciliations. I also read the minutes and have discussed recent events and current developments with your officers.

I have noted that the Lloyds account has been closed.

The Council's insurance policy includes cover for damage to reputation. While this appears to be a standard provision by the insurer, the Council should note that the Council itself cannot be libelled and cannot seek damages for libel and slander. This follows from the decision by the House of Lords in *Derbyshire CC v Times Newspapers* 1993.

Among the items discussed were:

Business rates for 8 and 62 The Strand, no bills received – this includes whether and how much small business relief applied to Walmer TC so that the Council's liability can be estimated and provided for.

Role of Chair and Clerk in respect of agendas, motions to rescind, extraordinary meetings and summons to meetings.

I completed my tests on the accounts without finding any errors or issues. The accounts and minutes are consistent with each other. There is nothing further that I wish to bring to the Council's attention.

**Lionel Robbins
Independent Internal Auditor
23 March 2024**

