



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

Tel: 01304 362363

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

Dated 29th February 2024

To All Councillors

You are hereby summoned to attend the **COUNCIL MEETING of WALMER TOWN COUNCIL**
to be held on **Wednesday 6th March 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 7th February 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 Jan 16th, 2024.

Attach 3

d. Events Committee – No minutes to present.

e. Planning Committee – minutes from Jan 9th, 2024.

Attach 4

f. Climate Emergency Working Group — minutes from Nov 16th, 2023

Attach 5

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. Walmer in Bloom - minutes from Feb 20th, 2024.

b. Planning Committee – minutes from Feb 13th, 2024.

c. Climate Emergency – Minutes from Jan 25th, 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 February

Attach 6

For decisions:

- iii. To agree to add Mrs L Simmons as a bank administrator.
- iv. To agree that monies not spent on tree planting be carried over as reserves for planting next year.
- v. To agree that monies not spent on road improvements be carried over as reserves for projects next year.

12. INVITATIONS & EVENTS

No invitations have been received.

13. EXTENSION OF ABSENCE

To decide on a motion to allow Cllr Simpson an extension of the 6 month absence period due to the bereavement of his wife.

14. CARBON AUDIT

To receive a written report from Cllr Waite-Gleave with an updated Carbon Audit to note, action points to be discussed at further at next meeting of the Climate Emergency working Group.

Attach 7

15. SIGNAGE IN THE TOWN

To receive a written report from Cllr Murray.

Attach 8

16. ACTION PLAN

To receive and approve Walmer Town Councils action plan.

Attach 9

17. DATES FOR 2024/25 MEETINGS

To receive a recommendation for 2024/25 meeting dates.

Attach 10

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. DRILL FIELD

To receive an update on the lease, to decide on a Solicitor and to hear a request from the club on the length of the lease.

ENC 1 +2

21. DATE OF NEXT MEETING

3rd 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 7th February 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 J Murray, Cllr D Richardson, Cllr Waite-Gleave, Cllr Findley and Cllr P Jull.

Officers Present: Roland Aldred, Town Clerk

Cllr Murray was not present for the opening of the meeting

457. APOLOGIES FOR ABSENCE

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

458. DECLARATIONS OF INTEREST

Cllr Murray arrived at the start of this item.

Cllr Findley declared an OSI in relation to item 469iia as he has been working with Walmer and Deal Action for Swifts.

459. OPENNESS AND TRANSPARENCY

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

460. CHAIRMAN'S REPORT

The Chairman reported that the items on the agenda covered all that was needed to be reported.

461. MINUTES

Members received the minutes of the Council meeting held on Wednesday, 10th January 2024.

RESOLVED: That minutes be approved and signed.

Proposed by Cllr Waite-Gleave

Seconded by Cllr Eddy

For 11

Against 0

Abstain 0

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

Cllr Grist requested that minutes record the number of members for, against and abstentions.

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

- i. No members of the public were present.
- ii. Cllrs Murphy and Vinson offered apologies. Cllr Bond reported that there was no items from KCC to report.
Cllr Eddy asked what the situation with the KCC budget was, particularly in relation to the Community Wardens. Cllr Bond answered that a new structure was being put in place to ensure all areas have access to a Community Warden.
Cllr Waite-Gleave asked if the any budget cuts would effect Deal Library. Cllr Bond responded that he had heard no mention of cuts in relation to Deal Library.

464.CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS

Cllr L Ludwig reported the Kent Police would be operating a drop in community engagement clinic on the 13th February at Marke Wood and on the 23rd February at the RNLI station. Following conversations with out local PC that Deal Town Centre had been targeted by begging groups and that the Police advice was if anyone wished to give they should do so through a charity such as Porchlight. A Serious crash occurred on the 7th January at the Dover Road-Liverpool Road Junction and an appeal for any witness has been launched. Walmer Speedwatch is now up and running. A new online tool called "Streetsafe" has been launched this is for reporting non emergency safety concerns in public spaces.
Cllr Blackwell added that if you see a rough sleeper there is an online reporting tool "Streetlink" that will connect the rough sleeper with support services.

465.COMMITTEE REPORTS AND MINUTES

- i. To receive any reports and any agreed minutes as follows:
 - a) Amenities + Environment – minutes from Nov 22nd , 2023.
 - b) Finance + General Purposes – minutes from Nov 29th, 2023.
 - c) Walmer in Bloom – minutes from Oct 17th, 2023.
 - d) Events Committee – minutes from Dec 5th, 2023
 - e) Planning Committee – minutes from Dec 12th, 2023.
 - f) Climate Emergency Working Group –No minutes to present.
 - g) Public Engagement Working Group – no meeting held.

RESOLVED: Members agreed to note the minutes of all the above committees.

Proposed Cllr Eddy

Seconded Cllr L Ludwig

For 11

Against 0

Abstain 0

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

Cllr Eddy reported from Amenities and Environment that a positive meeting had taken place with KCC highways on the subject of the HIP.

RESOLVED: to note

Proposed Cllr Eddy

Seconded Cllr Findley

For 11

Against 0

Abstain 0

466.REPORT OF THE CLERK

The Clerk reported

- i. The Lloyds Bank account is now closed, Finance and General purposes will be putting a recommendation together at the next meeting for where to deposit the money, meanwhile it is in the higher interest deposit account.
- ii. The internal auditor visited last week and a report will hopefully be available for the March meeting.
- iii. Staff will be doing training with Vision ICT on the website tomorrow.
- iv. The Uk Prosperity Fund grants have been accepted.
- v. The Clerk will be on annual leave next week.

467.FINANCIAL REPORT

- #### i. Bank Balances

Members received the bank balances

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

- ii. Monthly Finance report

Members received the January 2024 monthly financial reports

Balance at start of month

£304,129.52

Payments		Amount
Who	For	
Business Stream	Water Bill for No 8	£73.63
Staff	Salary	£4,587.06
HMRC	Tax and National Insurance	£1,272.17
KCC LGPS	Pensions	£1,746.67
Mitec	Telephone Charges	£136.75
DDC	Public Toilet Contribution	£21,915.30
Mark 1 Music	Carols Concert	£990.00
Viking	Stationary	£29.08
Vision ICT	Website Hosting	£210.00
KCS	Photocopier	£485.31
Lloyds Bank	Bank Charges	£3.00
EDF	Gas Bill	£82.08
Dave Halpin	Window Cleaning	£12.00
Royal British Legion	Wreaths	£165.00
Total		£31,708.05

Receipts		
Who	For	Amount
Total		£0.00

Balance at end of month

£272,421.47

This month spend

-£31,708.05

% of yrs precept for month

12.88%

Total net spend YTD

-£151,022.64

% of precept YTD

61.36%

Last year

-£10,161.09

% of precept for month

4.34%

Total spent LYTD

-£212,759.06

% of precept LYTD

90.96%

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

Proposed Cllr Eddy

Seconded Cllr Waite-Gleave

For 11

Against 0

Abstain 0

468. INVITATIONS AND EVENTS

Cllr Bond will be attending the Channel Dash Service of Memorial on the 12th of February in Dover.

469. GRANTS

- i. Members received a recommendation from the Finance and General Purposes Committee to increase the maximum allowed when applying for a small grant from £400 to £500 (subject to members discretion) to match the Biodiversity Grant maximum.

RESOLVED – To agree to the recommendation and increase the maximum to £500 (subject to members discretion).

Proposed Cllr Jull

Seconded Cllr Eddy

For 11

Against 0

Abstain 0

- ii. Grant applications

Cllr Findley left the room

- a) Walmer and Deal Action for Swifts – Members received a recommendation from the Amenities and Environment Committee to approve a Nature and Biodiversity Grant application for £443.43.

RESOVLED – To approve the application.

Proposed – Cllr Eddy

Seconded – Cllr Waite-Gleave

For 9

Against 0

Abstain 1

Cllr Findley returned to the room.

- b) The Deal Society – Members received a recommendation from the Finance and General Purposes Committee to approve a small grant application of £100 to the Deal Society.

RESOVLED – To approve the application.

Proposed – Cllr Eddy

Seconded – Cllr P Ludwig

For 11

Against 0

Abstain 0

- c) Deal Walmer and Kingsdown Regatta Association - Members received a recommendation from the Finance and General Purposes Committee to approve a small grant application of £500 to the Deal Walmer and Kingsdown Regatta Association.

RESOVLED – To approve the application.

Proposed – Cllr Richardson

Seconded – Cllr P Ludwig

For 11

Against 0

Abstain 0

- d) Deal TGI Tang Soo Do -- Members received a recommendation from the Finance and General Purposes Committee to approve a small grant application of £400 to Deal TGI Tang Soo Do.

RESOVLED – To approve the application once a bank account has been established and ask for receipts to be provided as we have no financial history.

Proposed – Cllr Richardson

Seconded – Cllr P Ludwig

For 9

Against 0

Abstain 2

470. DDC REQUEST FOR SUPPORT FOR THE TOILETS

Members received a written report from the Clerk relating to a meeting held with DDC officers as requested by members at January's Council meeting

RESOVLED – To hold off responding to the request to vary the classification of the Marine Road toilet which is a strategic toilet as per the agreement of August 2022.

Proposed – Cllr Murray

Seconded – Cllr Eddy

For 11

Against 0

Abstain 0

471. VOLUNTARY ANNOUCEMENT OF OTHER INTERESTS

Members received a written report from the Finance and General Purposes Committee recommending adopting the definition of a VAOI.

RESOLVED – Members agreed to the recommendation and asked that s/he be changed to they.

Proposed – Cllr Eddy

Seconded – Cllr P Ludwig

For 11

Against 0

Abstain 0

472. IDEAL OFFICE

Members received a written report from the Amenities and Environment Committee on the Ideal Office project recommending an ideal space for an office, the project is an exercise at this point to fully review the options.

RESOLVED – To accept the description provided of the ideal office space for the foreseeable future and send the item back to the Amenities and Environment Committee for next actions.

Proposed – Cllr Jull

Seconded – Cllr P Ludwig

For 10

Against 0

Abstain 1

473. MOTION FOR THE OCEAN

Members received a written copy of the recommended Motion for the Ocean as agreed by the Climate Emergency Working Group.

RESOLVED – Members agreed to the wording for the motion and to sign up to the Motion for the Ocean. The letters detailed in the motion are to be created by Cllr Waite-Gleave and the Clerk and signed by the Chairman

Proposed – Cllr Waite-Gleave

Seconded – Cllr Eddy

For 10

Against 1

Abstain 0

474. POLICY FOR MEMBERS COMPLAINTS ABOUT ANOTHER MEMBER

Members received a recommendation from the Human Resources Committee to amend the policy for complaints from a member about another member.

RESOLVED – To amend the policy to state that complaints are to be handled by the monitoring officer.

Proposed – Cllr Jull

Seconded – Cllr Murray

For 9

Against 2

Abstain 0

475. ITEMS FOR NEXT MEETINGS AGENDA

Nothing was put forward.

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

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

RESOLVED To move to a private session.

Proposed – Cllr Eddy

Seconded – Cllr P Ludwig

For 11

Against 0

Abstain 0

477. STAFF MATTERS

Members received a written report and recommendation from the Human Resources Committee on yearly increases to staff wages.

RESOLVED – To agree the recommendation to increase wages in line with the NJC recommendations.

Proposed – Cllr Bond

Seconded – Cllr Eddy

For 11

Against 0

Abstain 0

478. DATE OF NEXT MEETING

Wednesday, 6th March 2023, 7 pm.

The meeting closed at 20.45 pm.

Signed: Date:

DRAFT



WALMER TOWN COUNCIL

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Minutes of the meeting of the Walmer in Bloom Committee held on Tuesday 16th January 2024 at 8 The Strand, Walmer, at 7.00 pm.

Present: Cllr S Waite-Gleave (Chairing), Cllr L Ludwig and Cllr P Ludwig

Co-Opted Members: Mr D Thompson, Mrs A Late

Officers present: J Miles (Administration Officer)

400. ELECTION OF TEMPORARY CHAIRMAN

Cllr S Waite Gleave was put forward for temporary chairman of the committee for this meeting.

RESOLVED – Cllr Waite Gleave elected as temporary chairman

Proposed by: Cllr L Ludwig

Seconded by: Cllr P Ludwig

401. APOLOGIES FOR ABSENCE

Cllr P Findley, Mrs S Le Chevalier, Mrs D Bogue

402. DECLARATIONS OF INTEREST

None declared

403. MINUTES OF LAST MEETING

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

Proposed by: Cllr P Ludwig

Seconded by: Cllr L Ludwig

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

None

405. HAWKSHILL

I. To receive a verbal report from Mr D Thompson

- a. Volunteers had a total of 100+ hours over 13 sessions since the last meeting.
- b. Minimal trash found and removed, little to no theft of plants.
- c. Several bouts of strong winds meant that the car park needed to be cleared of broken branches and other debris.
- d. The plateau bank has been strimmed
- e. The mature roots of several nuisance plants have been dug out to prevent regrowth.
- f. The plateau has had further cuts by Gazen Salts with assistance from Hawkshill volunteers who helped with clearing up and preparing the way. members from the group have also said they would like to continue working on Hawkshill as volunteers.

- g. The cut grass has been raked up, packed and is now being stored at the top of the steps.
 - h. Benches that needed maintenance have been completed
 - i. Holes found in numerous areas were filled to prevent accidents
- II. The first pages of the Hawkshill Management plan have been distributed to the committee by Steve Coates, the majority of the work being done is an update from the versions done between ten and fifteen years ago. There have been numerous improvements of the site in that time with Mr Coates cataloguing and ensuring that a list what has been completed is known. Mr Coates will also continue the survey on a yearly basis.
- The Committee gave its thanks Mr Coates for all of his work and his continued targeted management plan that will be used over the next decade.
- The committee agreed that the Environment at Walmer booklet update is not required at this time due to the original's publication less than ten years ago.
- III. Mr Hunter of the Kent moth group has informed admin that they have a meeting coming up at the end of February and will ask if anybody can help. He will also post the request on their facebook page.
- IV. The Hawkshill leaflet is ready for distribution, admin to produce leaflets for committee members to distribute to the public. Several A4 poster versions with QR codes to be produced for Hawkshill.
- V. Walmer In-Bloom committee have agreed that there will be no picnic benches installed at Hawkshill Freedown. It was decided that it would cause issue with the balance between nature and leisure sides of the green space, the current benches have been deemed as sufficient.
- VI. New volunteers are needed for Hawkshill Freedown, it is believed that resilience needs to be built into the group, as well as the possibility of having both weekday and weekend groups. Mr Thompson to consider a deputy to help lead the team.
- VII. WIB to recommend to Full Council that the hedgerows throughout the Freedown to be repaired using the KCC Historic Treescape Grant. Mr Coats, Mr Thompson and Cllr Findley to look into the locations required including the freedown and hills abutting the pathways and roads.
- VIII. Two logs used as part of the barrier at the top of hill have begun to rot. Admin to look at costs for replacements.
- IX. All requested purchases have been given to the Hawkshill volunteers.
- RESOLUTION – Noted.**
- X. Walmer in Bloom committee have decided that the committee will not enter into a partnership with 'Building Relations' a public relations company working chiefly with property developers. Admin to contact the company with decision.

406. FEEDBACK FROM MEMBERS OF THE PUBLIC

None

407. YORK AND ALBANY

- I. A report was given by Mrs Late
 - i. Management plan has been started and referred to the pointers given by Cllr Peter Findley, admin to forward copies of available management plans to Mrs Late.
 - ii. An open day was suggested for late May/early June
 - iii. The Blackboard will be completed and installed in spring
 - iv. Hedging and paths are currently being cut completely with a future cut of 1/3 per year as done at Hawkshill. Possible use of the Hawkshill lawnmower in the future.
 - v. Five fruit trees have been applied for from the Tree Council's Golden Orchard scheme (ended 7 Jan 2024). The application by Cllr Waite-Gleave and has been successful, they should be delivered by the first week of March.
- II. Committee informed that the UK Prosperity Fund applications for York and Albany have been submitted.

RESOLUTION – Noted.

- III. Committee given costs for arboricultural survey at York and Albany. Cllr Waite Gleave to contact Joanne Daniels, the Tree Conservation officer at DDC regarding the TPO status of trees.

RESOLUTION – Noted.

408. BUDGET

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

RESOLUTION – Noted.

- ii. All budgets for WIB to be added to further agendas.

409. LOCAL CAMPAIGN 2023

A) FLORAL DISPLAYS

- a) Admin to look into costs for the replacement of two fixed planters

410. TIME LIMIT

At this time, vote was taken to continue meeting past the 21:00 limit

RESOLVED-Council meeting to continue.

Proposed by: Cllr Waite Gleave

Seconded by: Cllr P Ludwig

409 (CONT)

B) KEY ACTIVITY DATES

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

RESOLUTION – Noted.

- b) York and Albany Open day to be added to the list of key activity dates

C) SCHOOL/YOUTH ACTIVITIES

- a) WIB Competition specifications submitted to committee members for distribution to local schools.

RESOLVED – Specification to be sent out to local schools as soon as possible.

Proposed by: Cllr Waite Gleave

Seconded by: Cllr P Ludwig

411. ISSUES FOR INCLUSION ON NEXT AGENDA

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

412. DATE OF NEXT MEETING

Tuesday 20th February 2024 at 7:00pm at 8 The Strand.

The meeting closed at 21:10

Signed _____

Dated _____



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Minutes of the meeting of Walmer Town Council Planning Committee held on Tuesday 9th January 2024 at 7.00pm at No 8, The Strand, Walmer

Present: Councillors:

- Cllr J Murray (Chairman)**
- Cllr T Bond**
- Cllr Mrs L Ludwig**
- Cllr T Grist**
- Cllr R Blackwell**
- Cllr K Lee**

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

370. APOLOGIES FOR ABSENCE

Cllrs Crockford, Simpson, Findley and Waite-Gleave offered apologies that were accepted.

371. DECLARATIONS OF INTEREST

None Received

372. OPENNESS AND TRANSPARENCY

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

373. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting, held on Tuesday 12th December 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.

374. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

No matters arising.

375. PLANNING DECISIONS

Reference	Site	DDC	WTC	Description
23/00239	Electricity Sub Station Walmer Science College Salisbury Road Walmer Kent	Prior Approval Not Required (28 days)	No Objection	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
23/01284	34 Salisbury Road Walmer CT14 7QQ	Grant Planning Permission	No Objection	Extension of front dormer window with pitched roof and cladding, and insertion of pitched roofs to bow front windows
23/01271	25 Granville Road Walmer CT14 7LQ	Withdrawn	No Objection	Pollard at approximately 9 metres in height of one Sycamore the subject of Tree Preservation Order No 1 of 1959.
23/01264	325 Dover Road Walmer CT14 7NX	Grant Planning Permission	No Objection	Erection of single storey front/rear plus first floor rear extensions and alterations to windows (part retrospective)
23/01227	Church House 1 Church Street Walmer Kent CT14 7RX	Grant Consent	No Objection	Crown reduce by 2.5 metres overall of one Yew (T3) the subject of Tree Preservation Order No 8 of 2015
23/00984	Anchors Hawkshill Road Walmer CT14 7LN	Grant Planning Permission	No Objection. Walmer Town Council asks Dover District Council to look carefully at plans for the new west facing window due to concerns that it may overlook the property next door.	Erection of a two storey rear extension, external cladding, solar PV panels to roof, replacement roof, balustrade and terrace over front porch, erection of an outbuilding, rear path, replacement windows, drainage, and formation of a vehicular access and parking (existing garage to be demolished)
23/01325	4 Granville Road Walmer CT14 7LU	Grant Planning Permission	No Objection	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)
23/01285	Ashdon Hawksdown Walmer CT14 7PJ	Grant Consent	Walmer Town Council are unable to consider this application due to the incomplete nature of the application form. Complete information is required including a map of where the trees are as well as pictures and exact locations of trees.	Crown raise to 5 metres of one Ash (T1) and one Sycamore (T2) both the subject of Tree Preservation Order No 3 of 1971
23/01280	50 Station Road Walmer CT14 7QS	Grant Planning Permission	No Objection	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)

376. PLANNING APPLICATIONS – NEW

- i. **DOV/23/01373- Roman Landings Adventure Golf, Promenade, Walmer, CT14 7DN**
Installation of go-kart track for electrically operated karts (retrospective)

Resolved- No Objection- 3 For: 2 Abstain

Proposed: Cllr Ludwig

Seconded: Cllr Grist

Comments: Walmer Town Council have discussed several concerns with the location that need to be checked by DDC.

1. Charging of electric carts has been done overnight in an unmanned building, this building also contains an amount of flammable liquid that could cause harm. WTC also believes that both the Health and Safety Executive and Kent Fire and Rescue Service should be informed.
2. Parking in the area has continued to grow due to the golf and kart track and councillors have been informed by residents of parking difficulties for both residents and local businesses especially during the summer.
3. The cart track has been relaid using four inches of tarmac over an already existing surface, the rest of the golf course has also had a substantial amount of topsoil removed and replaced with hardcore. The contract indicates that if the business was to leave due to collapse before the end of the contracted time, it would need to be returned to its previous state. It is not believed this would be possible with the current state of the location.
4. WTC believe that the issues with this location should be looked into by Planning Enforcement as soon as possible for both these and other already known problems.

- ii. **DOV/23/01387- 6 Granville Road, Walmer, CT14 7LU**

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)

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Grist

Seconded: Cllr Blackwell

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.

- iii. **DOV/23/01410 - 21 Walmer Castle Road Walmer CT14 7NG**

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.

Resolved- No Objection- 4 For: 1 Against

Proposed: Cllr Grist

Seconded: Cllr Blackwell

- iv. **DOV/23/01453 - Hawkshill Farmhouse , Hawkshill Camp Road, Walmer, CT14 7PT**

Erection of single storey rear extension and detached car port with storage unit and log store

Resolved- No Objection- Unanimous vote.

Proposed: Cllr Blackwell

Seconded: Cllr Bond

Comments: Walmer Town Council would like to add a condition that any damage done to the private road owned by WTC which allows access to the Hawkshill residences by contractors' vehicles during this construction is repaired by the applicant responsible for the work. Because of the isolated location and the limited access, we would also want a construction logistics plan provided before any work commences.

377. DATE OF NEXT MEETING

Tuesday 13th February@ 7pm

The meeting closed at 20:00

Signed Dated



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

Tel: 01304 362363

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

Minutes of the Climate Emergency Working Group Meeting
Held 16th November 2023 at 8 The Strand, Walmer at 7:00pm

PRESENT: Cllr M Eddy, Cllr L Ludwig, Cllr P Findley, Cllr S Waite-Gleave (Chairing)

LOCAL RESIDENTS: Mrs S Fisher

• **APOLOGIES FOR ABSENCE**

Mr D Thompson- Unavailable

Cllr R Blackwell- Work commitments.

• **DECLARATIONS OF INTEREST**

None

• **MINUTES OF THE PREVIOUS MEETING**

- Agreed and signed off.

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

Proposed by: Cllr Eddy

Seconded by: Cllr Findley

• **MATTERS ARISING FROM PREVIOUS MEETING**

- Chair contacted DDC regarding the damage to entranceway to Marke Wood and the fountain at the Lifeboat Station. Further contact will be made with the officers at DDC during a meeting in January.

• **PRIORITIES AND ACTIONS**

Transport

- **EV charging points.**
 - CEWG informed of recent profit totals for EV charge use.
 - Chair informed group about possible locations for new EV points, information has been sent to council officers. Ownership of areas to be confirmed.

Ongoing projects

• **Trim Trail**

- Trim Trail has been transferred to the A&E Committee as budget holder.
- Mrs Fisher will write up notes for the next A&E meeting about what has already been done regarding the trim trail.
- Cllr Waite Gleave to forward information from former Cllr Lonsdale regarding the Trim Train to A&E Committee
- Trim Trail section to be removed from the CEWG Agenda.

- **Thermal Camera Scheme**

- Several roads have been confirmed for leafleting, others to be confirmed.
- Members of CEWG to pick up leaflets from Admin and deliver to nearby roads. Admin to leaflet areas around the council offices.
- Leaflets to also be handed out at the Churchill Road meeting on 25th Nov.

Local Nature Recovery Strategy

- **Urban Nature Reserves (UNR):**

- **Tree Planting**

- Cllr Findley identified suitable trees for planting at Churchill Avenue and possible other green areas. Planted trees, if necessary, should be divided by Native and Non-Native species. Both fruit and nut trees would be beneficial to the area as would wildflower seeds similar to the York and Albany Garden.
- Admin to look into Woodland Trust and DDC offers for trees.
- Further development to be put to the DDC meeting in January.

- **Churchill Avenue**

- Leaflets for the meeting on 25th November are to be distributed by Cllrs Waite Gleave and Blackwell.
- Display for meeting to be designed by Cllr Waite Gleave and Admin.
- Cllrs Findley, Waite Gleave and Eddy to attend meeting on 25th November.

Waste reduction

- **Drinking fountain / water refill station / reduction plastic bottle waste**

- Cllr Waite Gleave has had communications with members of DDC regarding the refill stations. Ongoing negotiations regarding installation costs to be considered.
- Information about microplastics have been distributed to CEWG via Cllr Waite Gleave.

- **Improving Veolia sorting and public awareness.**

- No Update at this time, Cllr Waite Gleave and Ludwig to brainstorm contacts within Dover District Council.
- Cllr Waite Gleave to investigate a University of the Third Age (u3a) meeting that was held recently, a representative of Veolia was present, and it is believed some information could be gathered from the meeting.,

Local Environment

- **Green Areas**

- Cllr Findley identified numerous areas for green space including a map that shows the Foreshore of Walmer and Kingsdown and numerous areas around the Borrow Pit area.
- Cllr Findley will put together a map of Walmer regarding the green areas that Walmer Town Council would like to put forward to DDC for a no-mow summer.
- Completed map to be forwarded to the parks department of DDC by admin.

- The completed map will also be handed over to the officers at the meeting in January.
- **Beach management plan**
 - No update at the present time.
 - Beach Management Plan section to be removed from the CEWG Agenda until publication of BMP.
- **New DDC Climate Change officer**
 - Admin to contact Mr Traynor regarding an invitation to the January meeting or if required a later meeting.
 - Biodiversity Officer Stefanie Bramley to also be invited to a meeting at a later date.
- **Deal Town Council Climate Change Day**
 - Queries were made to see if the Climate Day could be a joint project between Deal and Walmer Councils, with possible additions from local community groups.
 - Further queries were made regarding if it should be held at an independent venue as opposed to the town hall.
 - DTC to be contacted regarding this at a later date.
- **BUDGET**
 - Admin informed working group that the budget has been passed through to A&E for consideration.
 - Budget increase request for £1000 for Churchill Avenue by Cllr Waite Gleave.
 - **Resolved:** Recommendation agreed, Chair to approach A&E Committee for increase in budget.
 - Proposed by: Cllr Waite Gleave
 - Seconded by: Cllr Eddy
- **NEW INITIATIVES**
 - Cllr Waite Gleave has distributed a video via email regarding the Pesticide free towns movement.
 - Heading to be moved to the 'Ongoing projects' heading.
 - Pesticide use to be brought up at the January meeting with DDC.
- **ANY OTHER QUESTIONS OR OBSERVATIONS.**
 - Cllr Findley requested an addition to the next agenda for 'Walmer Swift Project' under Urban Nature Recovery Scheme.
 - Request from Chair to add a new section 'Comments from the Public' to the agenda as number 5, between the 'Matters Arising' section and 'Priorities and Actions.
- **DATE OF NEXT MEETING**
Tuesday 23rd January at 19:00 at 8 The Strand.

Meeting Ended 20:50

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



Item: Carbon Audit.

Date: 30/1/24.

Meeting: March Council Meeting.

From: Cllr Waite-Gleave.

Following on from the NALC / KALC Carbon Literacy full day training I attended on 4th Dec 2023, I have used new skills and new carbon auditing tool to make an up-to-date calculation of the carbon footprint of the Walmer as compared to that of the whole Dover district. It updates the calculations made shortly after Walmer Council declared a climate emergency on 3rd July 2019, and may be used as a guide when deciding on future actions the council wishes to take. (see attached table).

Comparison of Walmer parish to Dover district -carbon footprint per household both methods shown

by Sarah Waite-Gleave (SWG certified Carbon Literate Jan 2024, 2 day training (self paid Zero-Carbon-Britain CAT and whole day 4 Dec Carbon Guide.). Table copyright swg, not to be used without acknowledgement.

Parish / District	Territorial CO2e ftpt per household	Consumption CO2e ftpt per household	Key points from territorial breakdown	Key points from consumption breakdown	Do-able actions to target (which also help community)
Walmer Parish	8.45 t CO2e (Housing 3.32 Rd trspt 1.37 Ind & Comm 1.65 Aviation 1.26 Shpg 0.5 Fgases 0.23 Agri 0.08 Wste-mgt 0.04 Othertrns 0 diesalRly 0)	15.3t CO2e (gds&servs 5.63 Food&d 3.52 Housing 3.32 Travel 2.79 Waste 0.03)	Housing carbon ftpt MORE than district: Rd transport LESS than district; Agri much LESS than district Much lower than district because of travel we have no control over & agri.	All more than district: consumptn goods&services; food & diet; housing; travel; (same as district – waste) Slightly higher than district because slightly better-off = more consumption. BUT note pockets of poverty in Wlmr no better-off than district.	Encourage : insulation of homes; Public transport & active travel; Increase choice of veggie & local food; Increase in re-use of goods & services.
DOVER DISTRICT	12.6t CO2e (Housing 3.21 Rd trspt 3.18 Ind & Comm 2.62 Aviation 1.37 Shpg 0.55 Fgases 0.36 Agri 1.14 Wste-mgt 0.14 Othertrns 0.02 diesalRly 0) 12.59	14.8t CO2e (gds&servs 5.05 Food&d 3.39 Housing 3.21 Travel 3.1 Waste 0.03)	See above	See above	See above



Item: Signage.
Date: 21/2/23.
Meeting: March Council.
From: Cllr Murray.

I was disturbed recently when two different people commented on Walmer affairs. One, who attended an event on Walmer Green organised by Walmer Town Council said: "Oh, I thought it was Deal!"

The other, a local businessman, said: "Doesn't matter what you say as far as I'm concerned it's all Deal."

On the face of it insignificant remarks but in reality a comment on the low profile of Walmer Town Council.

The Council in its two forms has been in existence for over 20 years now and yet people, some of whom we might expect to know better, are still lumping us in with our next-door Council.

Council is being asked to consider ways in which Walmer Town Council can raise its profile and improve the acceptance and understanding of its important place in the community of East Kent both locally and amongst the wider population of its independent existence.

Is the first step in this process the development and placement of signage in areas such as:

- The Council Offices.
 - Street furniture such as 'Welcome to Walmer.'
 - Property owned by the Council for the benefit of the community i.e.
 - Hawkshill
 - The Drill Field
-

NEW Action Plan

Comiittee/ Working Group	Project	When	Who	Benefit	Comments/progress
Public Engagement working group	Walmer Town Council seek to better engage with members of the public on what they would like to see WTC doing	2023 - onward	PEWG/ Clerk	Public engagement	Agreed to start drop in sessions in local cafes. Volunteer groups should be contacted and attempt to get them to work together. Newsletter, website, social media, press releases over 12 months should be considered to get more information out about what the council does.
Amenties and Environment	Walmer Town Council will work with KCC to provide fully accessible walking routes within Walmer.	2024-25	A&E	Accessibility	Met with KCC Highways await details of possibilities and any potential costs to take to committee, for drop kerbs along dover road.
Amenties and Environment	Signage for Liverpool Road around Meadows to alert cars of pedestrians in the road.	2024-25	A&E	Road safety	Met with KCC Highways await details of possibilities and any potential costs to take to committee
Amenties and Environment	Extension of Cycle Route from Salisbury Road to Borrow Pit car park to join Skylark Trail with Sustrans 1.	2024-25	A&E	Active Travel + Health and Wellbeing	Met with KCC Highways await details of possibilities and any potential costs to take to committee. KCC however may have different priorities to WTC's and each HIP entry will need to be looked at.
Amenties and Environment	Outdoor gym project - to provide exercise equipment in a prominent location for free use	2025-26	A&E	Health and Wellbeing	Options being re-assessed and local buy in sought. Other funding to be looked into
Amenties and Environment	Stony path - to provide a biodiverse publically accessible green space	2026-27	Clerk	Biodiversity	Clearance of land to be completed
Amenties and Environment	Tree planting on Salisbury Road	2024-25	Clerk	Biodiversity + appearance	Clerk delegated to arrange up to £2000 on tree planting with KCC
Amenties and Environment	Ideal Office Space	no timescale	A&E	Governance	To produce ideal accommodations proposal for Walmer Town Council including office and meeting spaces. To be moved to ongoing "back burner"
CEWG	Churchill Avenue - to provide a biodiverse space	2025-26	CEWG/ volunteers	Biodiversity + appearance	Awaiting licence agreement from DDC.

CEWG	Provide vandal proof water stations at the toilets on Marine Road and Borrow Pitt	2024-25	Clerk	Active Travel + Health and Wellbeing	Budget agreed, in principle agreement with DDC await new financial year and formal agreement at council.
CEWG	Motion For The Ocean	2024-25	CEWG	Biodiversity & climate change	Agreed at full council - letter to be written
CEWG	Ecological Emergency	2024-25	CEWG	Biodiversity & climate change	Oversee and develop the Councils approach to nature protection and recovery, seek to increase community engagement, work with partners to develop a Local Nature Recovery Strategy.
Finance and General Purposes	Four Year Plan	2024-25	F&GP	Governance	To include: Standing Orders review, policy review document for all council policies listing all policies with dates for review, outline longer term (3 or 4 yr) budget and Community Governance Review. All Cllrs to have Input
Finance and General Purposes	Standing order review	2024-25	Clerk, Cllrs, Jull, Richardson and L Ludwig	Governance	Standing orders reviewed and amended awaiting comments from Internal Auditor.
Walmer in Bloom	Update Hawkshill 2015 Management Plan	2024-25	WIB/ volunteer	Biodiversity, appearance & public enjoyment	Local volunteer in process of updating original Hawkshill management plan with progress and future priorities. Other progress will need to be delayed until the Management Plan is complete.
Events	Children's Festival	29/06/2024	Events	Public enjoyment & engagement	Detailed planning in progress.
Events	Brocante	26/08/2024	Events	Public enjoyment & engagement	Walmer Green measured and layout of event agreed.

Events	Christmas Event	14/12/2024	Events	Public enjoyment & engagement	Discuss & agree details of Christmas 2024 event
Full Council	reassignment of No 8	ASAP	Full Council/ Clerk		To be completed as soon as possible.

Ongoing Actions

Comiittee/Working Group	Ongoing Actions	Who	Comments/progress
Public Engagement working group	Improve engagement levels with members of public/residents	PEWG	
Amenities & Environment	Oversee Walmer Town Coucil's Highways Improvement Plan (HIP)	A&E	Monitor and agree priorities
Amenities & Environment	Management of Allotments	A&E	
Amenities & Environment	Management of Drill Field	A&E	New leasing contract being written for DBWRSC
Amenities & Environment	Environmental issues including waste & recycling	A&E/CEWG	
Amenities & Environment	Receive minutes and recommendations from Climate Emergency Working Group.	A&E	
Amenities & Environment	To hear and make recommendations re applications for biodiversity grants.	A&E	
CEWG	Support WTC to become a carbon neutral organisation	CEWG	
CEWG	Energy Efficiency: Thermal Camera Surveys	CEWG/officers	Seasonal - winter 23/34 surveys underway.
CEWG	Transport: EV charge points	CEWG	Identify new locations for additional charging points
CEWG	Nature Recovery Strategy	CEWG	Walmer & Deal action for Swifts - proposal agreed to go to A&E / Pesticide free towns national movement/Beebombs.
CEWG	Waste Reduction & Recycling	CEWG	Encourage a reduction in use of plastics, maximise recycling and use materials efficiently overall
Finance and General Purposes	To prepare Precept and Budget information		
Finance and General Purposes	To monitor expenditure, income & reserves		

Finance and General Purposes	To hear and make recommendations re applications for grants/sponsorship			
Finance and General Purposes	To monitor and review general Council policy, H&S and Risk Management			
HR	Oversee all HR functions including staff employment, pay and performance	HR		
Walmer in Bloom	Oversee Hawkshill Management Plan	WIB/ Hawkshill volunteers		Rolling plan in place and being updated in 2024. Volunteers are being actively sought.
Walmer in Bloom	Oversee annual Walmer in Bloom competition	WIB		Seasonal - January to October. Activity dates for 2024 in progress.
Walmer in Bloom	Participation in SSE in Bloom competition	WIB		Bi-annual participation from WTC
Walmer in Bloom	Oversee management of York and Albany Peacegarden	WIB/Walmer Peacegarden committee		Development of management plan underway by Peacegarden committee
Planning	Respond to Planning Applications from Dover District Council and Kent County Council	Planning		
Planning	Process Tree Protection Orders	Planning		
Full Council	Setting Strategic Objectives & Measuring Progress	Council		Setting out clear targets against which to measure progress
Full Council	Financial Control	Council		Agree annual Budgets.
Full Council	Communication	Council		Engage and consult with residents of Walmer. External channels with partners and press.
Full Council	Informed decision making	Council		Receive minutes and recommendations from committees
Full Council	Collaboration, Partnership working & Community involvement	Town clerk/Council		Enable wider collaboration, support and community involvement in schemes and projects locally.
Full Council	Community Involvement - supporting local events	Town Clerk/Council		Advertising local community Events, Grants, involving the Council with the Regatta.
Events	Oversee the planning and organising of community events	Events		

Walmer Town Council Meetings Schedule 2024/25

Meeting	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Council	01/05/2024	05/06/2024	03/07/2024		04/09/2024	02/10/2024	06/11/2024	10/12/2024	15/01/2025	05/02/2025	05/03/2025	02/04/2025	07/05/2025
Planning	07/05/2024	11/06/2024	09/07/2024	13/08/2024	10/09/2024	08/10/2024	12/11/2024		08/01/2025	11/02/2025	11/03/2025	08/04/2025	13/05/2025
Annual Town Meeting													
Finance and General Purposes													
Human Resources													
Amenties and Environment													
Events	28/05/2024	25/06/2024	23/07/2024	20/08/2024	25/09/2024	16/10/2024	19/11/2024	03/12/2024	28/01/2025	26/02/2025	25/03/2025	23/04/2025	27/05/2025
Climate Emergency Working Group	30/05/2024		18/07/2024		19/09/2024		14/11/2024		09/01/2025		27/03/2025		29/05/2025
Walmer in Bloom	21/05/2024	27/06/2024	16/07/2024			17/10/2024			14/01/2025	18/02/2025	18/03/2025		20/05/2025

All the above meetings to begin at 7.00pm. Except Events at 5.30pm and HR at 6pm