



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

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Dated 27<sup>th</sup> March 2026

You are hereby summoned to attend the **COUNCIL MEETING** of **WALMER TOWN COUNCIL** to be held on **Wednesday 1<sup>st</sup> April 2026 Walmer Parish Hall, Dover Road, Walmer.**

**At 7.30pm.**

**Roland Aldred  
Town Clerk**

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#### **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 4<sup>th</sup> March 2026.

Attach 2

**6. REPORT ON ACTIONS FROM LAST MEETING**

To receive a report on the actions from the last meeting.

**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 DDC/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 receive.
  - b. Finance & General Purposes – No minutes to receive.
  - c. Walmer in Bloom – minutes from the 17<sup>th</sup> February 2026. Attach 3
  - d. Events Committee – minutes from the 28<sup>th</sup> January 2026 Attach 4
  - e. Planning Committee – minutes from 10<sup>th</sup> February 2026. Attach 5
  - f. Climate Emergency Working Group – minutes from 29<sup>th</sup> January 2026. Attach 6
- ii. To receive any comments about the draft minutes on Walmer Town Council's website. The following draft minutes are available on the website:
  - a. Amenities and Environment – draft minutes from the 26<sup>th</sup> February 2026.
  - b. Walmer in Bloom – draft minutes from the 17<sup>th</sup> March 2026.
  - c. Planning Committee – draft minutes from 10<sup>th</sup> March 2026.

**10. REPORT OF THE CLERK**

To receive a report from the Clerk on matters received.

**11. FINANCIAL REPORT**

For noting:

- a. Bank balances. Attach 7
  - b. Committee budgets. Attach 7
  - c. Monthly statement for March 2026.
- To Agree:
- d. To move £1900 from 2025/26 budget to reserves to allow for a tree cut at Hawkshill that has started but will not be completed until later in April.

**12. ABSENCE OF MEMBER DUE TO ILLNESS**

To agree absence of Cllr K Lee for an extended period of up to 6 months due to illness

**13. LOCAL RESILIENCE PLAN**

Attach 8

To receive a proposal from Cllr Waite-Gleave for Walmer Town Council to set up a new Local Resilience Plan.

**14. OUTDOOR GYM**

Attach 9

To receive an update on progress of the planning permission and lease for the outdoor gym and to agree an additional meeting to complete the lease process.

**15. DATE OF NEXT MEETING**

Annual Town meeting – Wed 15<sup>th</sup> April 2026

Annual Meeting of the Council – 6<sup>th</sup> May 2026

## 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 items 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 and OSI or in some cases a DPI.



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**DRAFT Minutes of the Meeting of Walmer Town Council held on Wednesday March 4<sup>th</sup> 2026 – 7.30 pm at Walmer Parish Hall, Dover Road, Walmer.**

**Present Councillors:** Cllr T Bond (Chairman), Cllr M Eddy, Cllr J Murray, Cllr D Richardson, Cllr R Blackwell, Cllr S Waite-Gleave, Cllr P Findley, Cllr P Ludwig, Cllr T Grist, Cllr E Crockford and Cllr P Jull.

**Officer Present:** Roland Aldred, Town Clerk.

**501. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs K Lee, M Simpson, A Friend and L Ludwig.

**502. DECLARATIONS OF INTEREST**

Cllr P Findley declared a VAOI in respect of item 512 as he has involvement with the group.

**503. OPENNESS AND TRANSPARENCY**

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

**504. CHAIRMAN'S REPORT**

Cllr Bond had nothing to report

**505. MINUTES**

Members received the minutes of the Council meeting held on Wednesday, February 4<sup>th</sup> 2026.

**RESOLVED:** To approve the minutes and ask the chairman to sign these.

Proposed by Cllr M Eddy

Seconded by Cllr D Richardson

For 11

Against 0

Abstain 0

**506. REPORT ON ACTIONS FROM THE LAST MEETING**

No reports were made.

**507. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF WALMER**

- i. No members of the public were present.
- ii. Cllr Martin Paul of KCC sent in a report stating:
  - a. That, following upon his previous report the KCC Flood Risk Management and Water Quality Committee has met with an officer from the Environment Agency. An online meeting will be set up, to discuss local water issues relating to the poor

test results received in previous years and members of Walmer Town Council are welcome to attend.

Cllr Chris Vinson of Dover District Council offered apologies as there was a DDC meeting on the same night.

#### **508. CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS**

A cannabis farm was raided in Walmer on the Strand in January and over 300 plants were seized. Kent Police are continuing to promote their street safe programme. There continues to be issues of fraudulent activity both online and in person in the area. From the recent survey Kent Police have identified the local policing priorities these are Road Safety, anti-social noise and fly-tipping.

#### **509. COMMITTEE REPORTS AND MINUTES**

- i. To receive any reports and any agreed minutes as follows:
  - a. Amenities & Environment – minutes from the 2<sup>nd</sup> December 2025.
  - b. Finance & General Purposes – No minutes to receive.
  - c. Walmer in Bloom – minutes from the 15<sup>th</sup> January 2026.
  - d. Events Committee – No minutes to receive.
  - e. Planning Committee – Minutes from 6<sup>th</sup> January 2026.
  - f. Climate Emergency Working Group – Minutes from 13<sup>th</sup> November 2025.

**RESOLVED** – To accept the minutes of the committees.

Proposed by Cllr R Blackwell

Seconded by Cllr M Eddy

For 11

Against 0

Abstain 0

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

- a. Events Committee – Draft minutes from the 28<sup>th</sup> January 2026.
- b. Planning – minutes from the 10<sup>th</sup> February 2026.

**RESOLVED** – To note points C and D from the Agenda A and B will be brought back to a future meeting once they are online

Proposed by Cllr M Eddy

Seconded by Cllr R Blackwell

For 11

Against 0

Abstain 0

#### **510. REPORT OF THE CLERK**

The Clerk reported:

- i. The sink holes/newly formed depressions in Walmer Green had been investigated. Southern Water and DDC had done work including excavation. No issues were found; Southern Water had already planned to reline the pipes under the area and Dover District Council have filled the holes and planted new grass. This area will continue to be monitored.
- ii. St Saviours churchyard reported to the office an increase in dog mess being left. The Clerk picked this up with DDC and obtained some signage for the area.
- iii. The new office door has now been fitted.

**NOTED**

Proposed – Cllr M Eddy

Seconded – Cllr P Findley

For 11                      Against 0

Abstain 0

**511. FINANCIAL REPORT**

i. Monthly bank balances.

Members received the bank balances

Financial information as at 24/02/26

Bank  
Balances

Charity Bank	£104,485.29
Redwood bank	£104,000.41
Unity Trust current	£29,874.22
Unity Trust Deposit	£111,842.56
<b>Total</b>	<b>£350,202.48</b>

ii. Committee Budgets

Members received the committee budgets year to date

**Committee budget vs spend 2025/26 as at 31/1/26**

Committee	Budget	Spend	notes
Amenities and Environment	£25,400.00	£ 2,423.38	includes CEWG
Events	£15,000.00	£ 8,045.48	
Finance and General purposes	£ -	£ -	
Human Resources	£ -	£ -	
Planning	£ -	£ -	
Walmer in Bloom	£23,300.00	£ 6,237.07	includes Hawkshill and Peace Garden



### 513. CHAIRMANS BADGE

Members received written report detailing the additional cost of purchasing a silver badge of office for the Chairman.

**Motion failed** – to defer the item until after the Annual Town Meeting.

Proposed by Cllr P Jull

Seconded by Cllr D Richardson

For 5                  Against 6                  Abstain 0

**RESOLVED** – To agree to purchase a base metal badge at a cost of £833.

Proposed by Cllr P Findley

Seconded by Cllr M Eddy

For 6                  Against 5                  Abstain 0

### 514. COMMUNITY GOVERNANCE REVIEW

Members received a written report including a letter from Dover District Council on the Community Governance Review that DDC are undertaking.

**RESOLVED** – To make no submission regarding the review.

Proposed by Cllr P Jull

Seconded by Cllr J Murray

For 7                  Against 3                  Abstain 1

### 515. OUTDOOR GYM

Members received two written reports updating the progress of the Outdoor Gym. Following discussions with experts it is the belief of Officers and the Working Party that rather than requiring planning permission the work could be carried out under permitted development this would negate the need for a biodiversity Net Gain report, which in turn would negate any spend on Biodiversity Net Gain Credits. It was further reported that Sport England had awarded a grant of £15k towards the project.

**RESOLVED** – To move forward with the permissions with Permitted development the preferred option.

Proposed by Cllr P Ludwig

Seconded by Cllr M Eddy

For 11                  Against 0                  Abstain 0

### 516. TOWN OF CULTURE

Members received a written request from the Deal Town of Culture Steering Group to support a bid from Deal for the 2028 Town of Culture. Members received a verbal update from Cllr Eddy that Deal Town Council would be putting in a bid and were meeting with the Deal Town of Culture Steering Group, with the intention being to combine the bids. At this time there are no publicly available details of what either bid will include. Both bids will include elements in Walmer.

**RESOLVED** – To support in principle any bids put forward for Deal.

Proposed by Cllr M Eddy

Seconded by Cllr J Murray

For 11                  Against 0                  Abstain 0

### **517.OFFICE WINDOW SPACE**

Members received a written proposal for putting a video screen in to the window of the office for displaying posters. Members agreed with the idea around tidying up the window space but felt that the video screen was not the way to do this.

**RESOLVED** – To do nothing about fitting a video screen to the office window.

Proposed by Cllr P Jull

Seconded by Cllr S Waite-Gleave

For 9                      Against 1                      Abstain 1

### **518.ACCESSIBLE BEACH PROJECT**

Members received a proposal from Dover District Council, for consultation on and a request for financial support of £5k, for an accessible beach project. Members received a recommendation from the Amenities and Environment Committee. At the Amenities and Environment Committee a member of Deal Speaking Up Group had given some feedback on the project. The idea of the project to allow wheelchair users the ability to go on to the beach was very positive step. However, the members felt in the same way as the representative from the speaking up group that the design lacked enough social spaces, and that a design like the Bexhill Garden project with a greater level of creativity should be used in the overall design.

**Failed amendment to proposal**– To offer a contribution of £5k to Dover District Council for the accessible beach project on the condition that it look to improve the design to more reflect the Bexhill Project.

Proposed by Cllr P Jull

Seconded by Cllr J Murray

For 4                      Against 6                      Abstain 1

**RESOLVED** – To offer a contribution of £5k to Dover District Council for the accessible beach project with the recommendation that it look to improve the project to more reflect the Bexhill project design.

Proposed by Cllr D Richarson

Seconded by Cllr S Waite-Gleave

For 6                      Against 1                      Abstain 3

### **519.COUNCIL MAGAZINE**

Members received a report and proposal from Cllr Murray regarding publishing a quarterly Council magazine. Members discussed the need to better communicate with the public and options around doing this, members liked the idea of an improved website.

**RESOLVED** – To not move forward with a council magazine.

Proposed by Cllr D Richarson

Seconded by Cllr P Jull

For 6                      Against 4                      Abstain 1

### **520.CONFIDENTIAL TO BE HELD UNDER THE PUBLIC BODIES (admission to meetings)**

#### **ACT 1960**

Members agreed to move in to a private session.

**RESOLVED** – To move in to a private session.

Proposed by Cllr P Jull

Seconded by Cllr M Eddy

For 11                      Against 0                      Abstain 0

**521.DRILL FIELD LEASE**

Members received advice from Mr R Atherden, a solicitor that the council asked to review the lease.

**RESOLVED** – To amend the lease as per Mr Atherden’s advice and to amend the 2 mentions of conduits to pipes and services as is present in the rest of the lease.

Proposed by Cllr P Jull

Seconded by Cllr P Ludwig

For 6                      Against 1                      Abstain 4

**522.DATE OF NEXT MEETING**

1<sup>st</sup> April 2026.

The meeting closed at 21.20

Signed: ..... Date: .....

DRAFT



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**Minutes of the meeting of the Walmer in Bloom Committee held on 17<sup>th</sup> February 2026 at 62 The Strand, Walmer, at 5.30 pm.**

**Present:**

**Cllr L Ludwig (Chairing)**  
**Cllr P Ludwig**  
**Cllr D Richardson**  
**Cllr S Waite-Gleave**  
**Miss A Late**

**Officers present:**      **John Miles (Administration Officer)**                      **Roland Aldred (Town Clerk)**

**479. APOLOGIES FOR ABSENCE**

Apologies received from Cllr E Crockford and Mrs D Bogue

**480. DECLARATIONS OF INTEREST**

None Submitted.

**481. MINUTES OF LAST MEETING**

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

Proposed by: Cllr D Richardson

Seconded by: Cllr P Ludwig

For 3                      Against 0                      Abstain 1

**482. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF WALMER**

None.

**483. CHAIRMAN'S REPORT**

- i. **NOTED:** Members of the committee received a written and verbal report from the Chairman.

The 'future proofing' of WIB was mentioned by the Chairman, this is to ensure that there is a continuity between the councils including time and money to be spent on Hawkshill. This was continued in 485.ii.

Work on a woodland path has begun to join the main footpaths, thanks to Mr S Coates for his assistance in breaking it down to easier tasks.

More hedges have been planted; this has plugged gaps from last year and has improved the water loss issues.

**484. ADMIN REPORT**

- i. **NOTED:** Members of the committee received a copy of the Admin Officer's report  
**Proposal:** Clerk to contact Invicta Arboriculture regarding trees around the new pathway and the risks of any falling into it.

**RESOLVED-** To delegate financial authority to the Clerk to a Maximum of £2000 for cutting of trees around the new pathway by Leaf Tree Services.

Proposed by: Cllr P Ludwig

Seconded by: Cllr S Waite Gleave

For 4

Against 0

Abstain 0

**Actions:** Clerk to contact Invicta Arboriculture regarding trees around the new pathway and the risks of any falling into it.

Admin to forward copies of the recent tree surveys to members of the committee.

Admin to contact Leaf Tree Services regarding quote change for works at Walmer Peace Gardens.

ii. Members of the committee received a copy of the Year Planner for WIB.

**Noted:** The planner requires several changes and additions.

**Actions:** Admin to update planner with new entries and a 'completed' indicator.

### **Cllr Crockford arrived at this point**

#### **485. WALMER IN BLOOM CAMPAIGN**

- i. **NOTED:** Members of the committee received quotes and leaflet design for a leaflet drop, Admin is continuing to gather quotes from local businesses.  
The leaflets need to be designed and completed for distribution before the start of the WIB campaign, ideas for the leaflet design to be sent to Admin.  
Miss Late has a contact that may be able to help with the design of the new leaflets and will contact them to ask about their assistance.
- ii. Future proofing for the WIB Committee was mentioned with a report from the Chair, this included the possibility of weekday volunteers for Hawkshill, a name change and expansion to include all green spaces. Any further ideas regarding future proofing are to be sent to the Chairman or Admin.
- iii. Committee were given an update on the technical solutions for the WIB campaign, Admin is contacting IT professionals for their advice and/or assistance. Any costs can be decided when and if necessary.  
The nominations will be pared down from last year, to include category, location, nominator, and pictures. No use of AI will be accepted.  
**Actions:** Miss Late to ask contact about information regarding leaflet designs.  
Admin to contact professional IT experts regarding the nominations and voting for the garden competition.

#### **486. HAWKSHILL**

- i. The Committee were shown images of gravel runoff from the access road into Liverpool Road. WTC to report it on KCC and DDC portals.  
**RESOLVED** – Clerk to take initial steps with Craig Marsh from KCC on what needs to be done to reduce the runoff, by whom and whose responsibility it is. Further actions to be taken after response. To send on to A&E in the future  
Proposed by: Cllr P Ludwig  
Seconded by: Cllr S Waite Gleave  
For 4                      Against 0                      Abstain 0
- ii. The committee received a report regarding the change of Hawkshill designation to a Local Nature Reserve.  
**RESOLVED** –Clerk to Invite Paul Hadaway and David Shenton to a meeting at office at time that is convenient.  
Proposed by: Cllr P Ludwig  
Seconded by: Cllr L Ludwig  
For 4                      Against                      Abstain
- iv. The Committee received initial prices for new boundary posts at Hawkshill.

**RESOLVED** – Admin to source non-plastic boundary posts, 3 x 1m posts. To be sustainably sourced if wood use.

Cllr L Ludwig to approach Hawkshill volunteers regarding carving for/of the posts and the use wood from felled trees in the area.

**Actions:** Office to report gravel runoff to KCC and DDC.

Clerk to contact Craig Marsh regarding future steps.

Clerk to invite Paul Hadaway and David Shenton to a meeting at council offices.

Admin to source non-plastic boundary posts

Cllr L Ludwig to approach Hawkshill volunteers regarding the construction and/or decorations for the new boundary posts.

#### **487. WALMER PEACE GARDENS**

- i. **Noted:** Members of the committee received a verbal report from Miss A Late. The WPG committee met with a representative of Leaf Tree Services regarding the tree cutting. A new quote is expected from Leaf Tree and will approve if within certain costs by the Clerk.

WPG Committee have a list of working days and events; this is to be forwarded to Admin for inclusion in the year planner. This will include events throughout the summer holidays and can be advertised on WTC social media and boards.

The Committee would like to get hold of a green bin for their green waste.

**Actions:** Admin to chase up Leaf Tree Services for Quote.

Admin to amend year planner with WPG entries.

Admin to investigate getting a green bin for WPG.

#### **488. VOTE TO CONTINUE MEETING**

**RESOLVED** – Members agreed to extend the meeting for the last items.

Proposed by: Cllr P Ludwig

Seconded by: Cllr D Richardson

For 4                      Against 0                      Abstain 0

#### **489. PLANTERS**

- I. Quantity and cost of paint for planters.

**RESOLVED** – To buy 2 x 2.5l paint from Décor for use on planters for a cost of £99.98.

Proposed by: Cllr S Waite Gleave

Seconded by: Cllr D Richardson

For 4                      Against 0                      Abstain 0

- II. Disposal of planter.

**RESOLVED** – To accept the quote from Red Dog Gardening to dispose of the planter at the Corner Café for a cost of £75.

Proposed by: Cllr P Ludwig

Seconded by: Cllr D Richardson

For 4                      Against 0                      Abstain 0

#### **490. ITEMS FOR INCLUSION ON NEXT AGENDA**

To request an emergency meeting in April.

To discuss nominations for Chairman and Vice Chairman.

To discuss the voting on posters competition entries.

To confirm the updated WPG Invoice from Leaf Tree Services.

To continue Future Proofing for WIB Committee.

#### **491. DATE OF NEXT MEETING**

17<sup>th</sup> March 2026 at 17:30.

The meeting closed at 19:35

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Signed \_\_\_\_\_

Dated \_\_\_\_\_



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**Minutes of the Events Committee held on Wednesday 28<sup>th</sup> January 2026 at No. 62 The Strand, Walmer at 5.30pm.**

Present: Cllr Tony Grist (Chairman), Cllr Diana Richardson, Cllr Louise Ludwig, Cllr Adrian Friend and Cllr Mark Simpson. Cllr Elinor Crockford arrived at 5.45pm.

Officer Present: Lynne Simmons, Events Officer.

**440. APOLOGIES FOR ABSENCE.**

None.

**441. DECLARATIONS OF INTEREST.**

No interests were declared.

**442. OPENNESS AND TRANSPARENCY.**

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

**443. MINUTES OF THE PREVIOUS MEETING.**

Members considered the minutes of the meeting held on Wednesday 19<sup>th</sup> November 2025.

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

Proposed by Cllr Friend

Seconded by Cllr Richardson

For 3    Against 0    Abstain 2

**444. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA.**

None.

**445. EVENTS BUDGET.**

i. Events budget 2025/26.

Members received the Events Budget for 2025/26.

**NOTED**

ii. Events Budget 2026/27.

Members received the agreed Events Budget for 2026/27.

**NOTED.**

**446. REVIEW CHRISTMAS CAROLS & CLASSICS EVENT DECISION 2025.**

- i. Members received a handout from the officer containing details of online posts via social media, and enquiries received directly into the office (one telephone call and two emails), regarding the decision to pause the Christmas event in 2025. Members discussed the volume of responses received, and the rationale for the decision made to pause the event.
  
- ii. **MOTION FAILED** - A proposal was made to not run a Christmas event in 2026.  
Proposed by Cllr Richardson  
Seconded by Cllr Ludwig  
For 2    Against 3    Abstain 1

Members then discussed ways in which to actively seek feedback from Walmer residents before a final decision is made for 2026.

**RESOLVED** – The officer was asked to design and prepare a public consultation survey, to present back to the next Events meeting for further discussion and committee approval.

Proposed by Cllr Grist  
Seconded by Cllr Friend  
For 6    Against 0    Abstain 0

**447. CHILDREN’S FESTIVAL 2026**

- i. Members discussed the officer’s report provided and noted the progress made.

The officer provided a verbal update on the potential for providing a “sports activities” area for local youth sports clubs during the afternoon. The idea would be to offer local youth community organisations specific timeslots (eg 30mins or 1-hour sessions) during the afternoon, where they could demonstrate sporting drills, activities and “have a go” sessions to engage with local families.

**RESOLVED** – Members agreed that the officer should approach four local youth clubs covering rugby (Deal & Betteshanger), football (Cinque Ports), cricket (Deal & Victoria Barnes) and martial arts (Invicta), to gauge if there would be an interest in this proposal.

Proposed by Cllr Richardson  
Seconded by Cllr Friend  
For 6    Against 0    Abstain 0

Members considered the request made by Deal Music and Arts for the provision of a children’s activity sourced from the Children’s Festival, to support the Music and Arts Festival “Town Take-over” event which is taking place on the same day, Saturday 4<sup>th</sup> July 26.

**RESOLVED** – A proposal was made to decline this request. Members felt unable to support this request as all agreed it isn’t feasible for the Children’s Festival to support a second event in a separate location, given the limited resources available.

Proposed by Cllr Grist  
Seconded by Cllr Richardson  
For 6    Against 0    Abstain 0

The officer also provided an update on the four catering vendors who have now confirmed attendance at the festival. The officer was actioned to continue to explore other options to widen the food choice available. The local pizza place Holy Dough was mentioned as a specific local food provider who may be interested in attending.

**NOTED.**

Members also discussed the resources budget set aside of £200 which will be used for the purchase of items such as stones for painting, acrylic pens and so on to support the event.

**RESOLVED** – A proposal was made to delegate the responsibility of purchasing resources for the Children’s Festival up to a value of £200, to the officer.

Proposed by Cllr Friend

Seconded by Cllr Richardson

For 6 Against 0 Abstain 0

**448. FUTURE/OTHER EVENTS.**

- i. The officer provided a brief overview of the proposed launch event for the Outdoor Gym, the potential timeline involved and that there would be a firmer understanding of project delivery dates by the next committee meeting in March 26. In the meantime, preparations would continue to ensure readiness for a timely launch event.

**NOTED.**

- ii. Cllr Simpson provided an update on the DDC Armed Forces Day event planned for 2026. This event will be held in Victoria Park, Deal and is planned for the weekend of the Royal Marines bandstand concert on Walmer Green.

**NOTED.**

**449. DATE OF NEXT MEETING**

The date of the next meeting is Wednesday 25<sup>th</sup> March 2026 at 5.30pm.

The Chairman closed the meeting at 18.40pm.

Signed .....

Date .....



**WALMER TOWN COUNCIL**

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

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

Tel: 01304 362363

**Minutes of the meeting of Walmer Town Council Planning Committee held on Tuesday 10<sup>th</sup> February 2026 at 7.00pm at Elizabeth House, St Mary's Road, Walmer.**

**Present: Councillors:** Cllr J Murray (Chair)  
Cllr R Blackwell  
Cllr M Simpson  
Cllr S Waite Gleave

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

**470. APOLOGIES FOR ABSENCE**

Cllr Lee, Cllr Grist. Cllr Bond and offered apologies that were accepted.

**471. DECLARATIONS OF INTEREST**

Cllr S Waite Gleave declared a VAOI regarding 8:IV- Land on the north side of Liverpool Road, Walmer. This is due to having recently lived in an area of Kingsdown that may be affected as well as in Upper Walmer which may also be affected.

**472. OPENNESS AND TRANSPARENCY**

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

**473. A SHORT GUIDE TO PLANNING COMMITTEE RECOMMENDATIONS AND CONDITIONS**

Resolved- Noted

**474. MINUTES OF THE PREVIOUS MEETING**

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

Proposed: Cllr M Simpson

Seconded: Cllr R Blackwell

For: 4            Against:0            Abstain: 0

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

None Received

**476. PLANNING DECISIONS**

Reference	Site	DDC	WTC	Description	Appraisal
25/01311	Pump House, Liverpool Road, Walmer, Kent	Withdrawn	Resolved – Objection Walmer Town Council Objects on the following grounds 2. There is no valid reason for the works as laid out.	Crown lift to 4 metres above ground level of one Pine (T1) the subject of Tree Preservation Order No 1 of 1959.	
25/01291	25 Herschell Square Deal CT14 7SU	Grant Planning Permission	Walmer Town Council supports this application	Erection of a single storey side/rear extension	
25/01234	Formal Gardens And Ruins Lord Warden Avenue Walmer	Grant Consent	Walmer Town Council Objects to this application on the following grounds. i. There is insufficient information given regarding this application. ii. The tree in question is not clearly identified on the location drawing attached to the application.	Re-pollard back to previous pruning points one London Plane the subject of Tree Preservation Order No 1 of 1959.	Collectively the trees within the site are considered to possess high public visual amenity value and provide an important landscape feature in this location.  The London Plane is located close to the front/side elevation of Palmerston Court. Records show that it has been managed on a cyclical basis as such its reduction back to previous pollard points is considered acceptable to prevent it from posing a nuisance.  With regard to the objections raised by the Town Council, it is not known what further information the applicant could provide in respect of the tree, a visit to the site would clearly show the location of the tree, the extent of its spread and the issues this poses.  The proposed works are considered reasonable and

					acceptable and in the interests of good arboricultural practice in order to continue with the cyclical management. It is not considered that the proposed works will impact on the long-term health or form of the tree nor be harmful to the character and appearance of the area.
25/01233	The Lodge Hawkshill Camp Road Walmer CT14 7PT	Refuse Consent	Walmer Town Council Objects to this application on the following grounds. i. There is insufficient information given regarding this application ii. No Arboriculturalist report has been made iii. No reason as to why these measures are needed	Remove the two lowest limbs back to the main stem of one Pine (T1); prune back overhanging limbs to the boundary fence of one Beech (T2), both the subject of Tree Preservation Order No 29 of 2023.	
25/01235	Osborne House Hawksdown Walmer Deal CT14 7PH	Refuse Consent	Walmer Town Council Objects to this application on the following grounds. i. The requested pruning may damage the health of the tree ii. The tree has an amenity value for the location, including shade and wind protection	Crown thin by up to 20%, crown lift to 5.2 metres and crown reduce by a maximum of 4 metres of one Beech (T1) the subject of Tree Preservation Order No 4 of 1976.	

			iii. There is no evidence to support the proposed work		
25/01203	3 James Hall Gardens Walmer Deal Kent CT14 7SZ	Grant Planning Permission	No Objection	Erection of a front, side and rear single storey extension. Widening of existing driveway (Existing garage and rear extension to be removed)	
25/01303	Flat 9 Leelands House Grams Road Walmer CT14 7NU	Grant Consent	Walmer Town Council Objects on the following grounds 1. There is no valid reason for the works as laid out in the application.	Crown lift to 3 metres and crown reduce by 3 metres overall of 2 Silver Birch (G1) the subject of Tree Preservation Order No 1 of 1965.	No Report online
25/01313	Fairlight 68 Wellington Parade Walmer Deal Kent CT14 8AB	Grant Planning Permission	No Objection	Erection of 2 single-storey rear extensions, rear terrace, new window openings, and boundary parapet wall. Construction of courtyard steps, detached single-storey car port with office.	
25/01344	Castle Cottage 30 Wellington Parade Walmer CT14 8AB	Grant Planning Permission	No Objection	Erection of single storey rear and side extensions, erection of a link extension to existing outbuilding and associated external alterations	
25/01366	67 Kingsdown Road Walmer CT14 8BL	Grant Planning Permission		Erection of an attached car port	

25/01364	Woodhelven St Clare Road Walmer CT14 7QB	Grant Planning Permission	Erection of a garden outbuilding and raised terrace with retaining structure (part- retrospective)	
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#### 477. PLANNING APPLICATIONS – NEW

Motion to bring application 8:IV to the beginning of the planning application.

**Resolved** – Application brought forward

Proposed: Cllr S Waite Gleave

Seconded: Cllr M Simpson

For: 4                      Against:0                      Abstain: 0

i. **DOV/25/01252- Land On The North West Side Of Liverpool Road Walmer CT14 7PN**

Outline application for development up to 75 dwellings, associated landscaping and infrastructure (all matters reserved except access).

**Resolved** – Walmer Town Council strongly objects to this application on the following grounds.

1. The original comments from Walmer Town Council from 11<sup>th</sup> December 2025.
2. A new list of objections is to be uploaded to the planning portal.

Proposed: Cllr M Simpson

Seconded: Cllr R Blackwell

For: 4                      Against:0                      Abstain: 0

ii. **DOV/25/01381- 4 Apple Tree Gardens, Walmer, CT14 7US**

Erection of gazebo, greenhouse and shed with associated hardstanding.

**Resolved** – No Objection

Proposed: Cllr S Waite Gleave

Seconded: Cllr R Blackwell

For: 4                      Against:0                      Abstain: 0

iii. **DOV/25/01364- Woodhelven, St Clare Road, Walmer, CT14 7QB**

Erection of a garden outbuilding and raised terrace with retaining structure (part-retrospective).

**Resolved** – Walmer Town Council Objects to this application on the following grounds.

1. The raised terrace may cause overlooking to neighbouring properties.

Proposed: Cllr M Simpson

Seconded: Cllr S Waite Gleave

For: 4                      Against:0                      Abstain: 0

iv. **DOV/25/01366- 67 Kingsdown Road, Walmer, CT14 8BL**

Erection of an attached car port.

**Resolved** – No Objection

Proposed: Cllr R Blackwell

Seconded: Cllr S Waite Gleave

For: 4                      Against:0                      Abstain: 0

v. **DOV/25/01404- 12 Salisbury Road, Walmer, CT14 7QQ**

Erection of a rear dormer window with Juliette balcony to facilitate a loft conversion.

**Resolved** – No Objection

Proposed: Cllr R Blackwell

Seconded: Cllr M Simpson

For: 4                      Against:0              Abstain: 0

vi. **DOV/25/01349- Land On The West Side Of, Cross Road, Deal, CT14 9LA**

Reserved matters for application for the details of appearance, landscaping, layout and scale, including affordable housing, public open space and landscaping for the erection of 140 dwellings pursuant to Outline Planning Permission 21/01822.

**Resolved** – Walmer Town Council strongly objects to this application on the following grounds.

1. The layout of the development
2. The scale of the development.

Proposed: Cllr S Waite Gleave

Seconded: Cllr M Simpson

For: 4                      Against:0              Abstain: 0

vii. **DOV/25/01371- 12 - 17 Block At Finch Mews Walmer Kent**

Crown reduce back to previous reduction points (by approximately 3 metres) of one Cherry (T1) the subject of Tree Preservation Order No 5 of 1988.

**Resolved** –Walmer Town Council has No Objection to this application, however it is once again disappointed that there is no Arboriculturist report attached.

Proposed: Cllr R Blackwell

Seconded: Cllr M Simpson

For: 4                      Against:0              Abstain: 0

viii. **DOV/26/00021- Pavilion, Walmer Lawn Tennis And Croquet Club, Archery Square, Walmer**

Variation of condition 11 (external lighting) of planning permission 23/01377 for "Erection of single storey clubhouse with canopy linking to existing changing rooms (existing clubhouse to be replaced) and alterations to materials of existing changing rooms roof" to allow external lighting directed downwards.

**Resolved** – Walmer Town Council Objects to this application on the following grounds.

1. There is no report regarding the quality and brightness of the lighting.
2. There is no information regarding the effect on local residents.

Proposed: Cllr M Simpson

Seconded: Cllr R Blackwell

For: 4                      Against:0              Abstain: 0

ix. **DOV/26/00055- 80 Liverpool Road, Walmer, Deal, Kent**

Reduce the south-west facing lateral canopies (only) by no more than 2 metres of two groups of Pines (G1 and G2) the subject of Tree Preservation Order No 9 of 2025.

**Resolved** – Walmer Town Council Strongly Objects to this application on the following grounds.

1. The trees have received a TPO within the last twelve months, indicating it is too early for works to be carried out.
2. There is no evidence as to why these works need to be done.
3. There is no valid reason for these works to take place.

Proposed: Cllr S Waite Gleave

Seconded: Cllr M Simpson

For: 4                      Against:0              Abstain: 0

x. **DOV/26/00079- Osborne House, Hawksdown, Walmer, CT14 7PH**

Crown thin by up to 20% by removing crossing limbs, poorly formed limbs and secondary minor limbs; crown lift to 5.2 metres above ground level, and crown reduce by a maximum of 2 metres of one Beech (T1) the subject of Tree Preservation Order No 4 of 1976.

**Resolved** – Walmer Town Council Objects to this application on the following grounds.

1. The proposal to crown lift the tree to 5.2m is unreasonable and unnecessary.

Proposed: Cllr M Simpson

Seconded: Cllr S Waite-Gleave  
For: 4                      Against:0                      Abstain: 0

- xi. **DOV/26/00077- Fairlight, 68 Wellington Parade, Walmer, Deal**  
Erection of detached single storey dwelling and garage (self build).  
**Resolved** – Walmer Town Council Objects to this application on the following grounds.  
1. That the construction is out of keeping with the surrounding area.

Proposed: Cllr R Blackwell  
Seconded: Cllr S Waite Gleave  
For: 2                      Against:0                      Abstain: 2

- xii. **DOV/26/00113- Grangewood, 103 Kingsdown Road, Walmer, Deal**  
Erection of two storey side extension, single storey front extension with first floor balcony and rear balcony (Existing single storey side and front extension and porch to be demolished).

**Resolved** – No Objection  
Proposed: Cllr R Blackwell  
Seconded: M Simpson  
For: 4                      Against:0                      Abstain: 0

- xiii. **DOV/26/00085- 46 Cornwall Road, Walmer, CT14 7SA**  
Change of use of residential lounge room to hair salon.  
**Resolved** – Walmer Town Council Objects to this application on the following grounds.  
1. That there is inaccurate information regarding the application as it has not been indicated as retrospective.  
2. Application says that no building work has been started, but the salon has already been opened and any works may have already been completed.

Proposed: Cllr M Simpson  
Seconded: Cllr S Waite Gleave  
For: 4                      Against:0                      Abstain: 0

**478. DATE OF NEXT MEETING**

Tuesday 10<sup>th</sup> March 2026 at 7pm.

The meeting closed at 20:30

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Signed ..... Dated .....



**WALMER TOWN COUNCIL**

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

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**Minutes of the meeting of the Climate Emergency Working Group held on Thursday 29<sup>th</sup> January 2026 at 62 The Strand, Walmer, at 7.03 pm**

**Present:** Cllr S Waite-Gleave (Chairing)  
Cllr R Blackwell  
Cllr P Findley  
Mrs S Fisher

**Invited Guest :** Mr Jim Stokes of Downs Sailing Club

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

**1. VOTE TO DELAY START OF MEETING BY FIVE MINUTES**

**Resolved** – Meeting was delayed by 5 minutes.

Proposed – Cllr Waite Gleave

Seconded – Cllr Findley

For: 3 Against:0 Abstain: 0

**2. APOLOGIES FOR ABSENCE**

- Apologies received from Cllr M Eddy

**3. DECLARATIONS OF INTEREST**

- Cllr Findley declared a VAOI on item 7 as a member of the Walmer and Deal Action For Swifts Group in regard to the Biodiversity Grant application.

**4. MINUTES OF THE PREVIOUS MEETING**

- **Resolved:** That the minutes of 13<sup>th</sup> November be taken as an accurate record.
    - Proposed by: Cllr Blackwell
    - Seconded by: Cllr Findley
- For 3 Against 0 Abstain 0

**5. COMMENTS FROM THE PUBLIC**

**Resolved** – Brought forward to before Item 5

Proposed – Cllr Waite Gleave

Seconded – Cllr Blackwell

For: 3 Against:0 Abstain: 0

- Mr J Stokes from the Downs Sailing Club addressed the members of the committee regarding the upcoming NSSR National Schools Sailing Regatta in late July 2026, informing them of the specifications of the event, the intention to make the event as climate-friendly, low-carbon as possible.
  - 250 entrants and their guardians will be joining the regatta.
  - Entrants will be attending from multiple counties across the country.
  - All entrants will be camping on the drill field.
  - 25 Rescue boats will be stationed at Dover harbour
  - Once vehicles have been parked up during arrivals, they will not be used for the rest of the event.
  - Downs Sailing Club is currently attempting to reduce or eliminate single use plastics during the regatta.
  - Meals will use washable cutlery/crockery for indoor meals and paper and wood utensils for outdoor meals. In addition, vegetarian and vegan meals will be available.
  - Metal water bottles may be purchased if grant money from other organisations is received. This may include labels with Walmer Town Council if a green grant is authorised. Our grant application forms were sent to Mr Stokes last week, to be returned by March.
  - If weather prevents sailing, English Heritage have given free passes into local EH locations to the attendees.
  - Any assistance from WTC will be added to the event brochure as well as the sailing club website.
- The sailing club have also done their own green initiatives including the following.
  - Installation of solar panels, this has allowed the club to produce up to 95% of their own power use each day.
  - Reduction of use of single use plastic and the separating out of rubbish into types.
  - Possible Installation of water fountains with RYA help at the club premises could be placed for use by the public.
  - Installation of a defibrillator on the outside wall, maintained by member DSC
  - The sailing club are willing to allow CEWG to look over their solar panel data to show what these initiatives have done over the short term.
  - Publicity will be done by DSC in March 2026.

## 6. MATTERS ARISING FROM PREVIOUS MEETING

- **Noted:** Working group received update from Chairman
  - Donations of energy fix resources were received from DDC, with advertising on social media and the office windows. The resources have been used by three members of the public so far. Future heat saving information may include the supplies that were sent as part of the pack. Cllr Blackwell got notices to local churches before Xmas, also publicised on WTC online sites mid Jan 2026.
  - The East Kent Climate Action group have also begun their own Thermal Camera scheme; their advertising has also mentioned the WTC scheme by name.

- The PAN meeting went ahead as scheduled, it was not as well attended as hoped. The PAN meeting with DDC happened on 11<sup>th</sup> Dec. Reading of report recommended.
- Cllr Waite Gleave attended a DAC-KALC meeting about Health Issues, which included conversation about cutting pesticides in local towns.
- The Town Clerk has written a report regarding the changing of Hawkshill from the current SNCI/LWS designation to LNR Local Nature Reserve. This will be forwarded to Walmer In Bloom and Full Council in due course.
- **Noted:** Working group received update from Admin
  - A list of possible groups to inform about the biodiversity fund was verbally given to the members, several other groups were mentioned as possible and are to be added to the list.
  - There is also the possibility that the fund could be used to subsidise the native trees project later in the year.
- **Noted:** Working group received a copy of the press release for the PAN meeting,

## 7. ONGOING PROJECTS

### Climate Action Plan

- **Noted:** The Climate and Ecology final draft has been accepted by the A&E Committee, and can be made public. This version will only be updated with new entries once agreed on by working group vote.

### Transport:

- **Noted:** The working group were given an update as to the current use of the EV points, including the imminent payment of the 30% share for WTC.
- Members asked if the age of the EV charge points has affected the number of visits. Admin to look into this.
- **Actions: Admin to compare 2024 and 2025 visits.**
- Members asked if there had been any parking in the EV bays due to the new parking limitations at the access road. Admin to look into this. Cllr Blackwell raised issue of parking bay opposite cricket club, and DDC approval of fast food van, a site we hoped might be suitable for EV.
- **Actions: Admin to see if non EV vehicles have been parking in EV bays.**
- Due to recent licensing authorisations by DDC, CEWG are unsure if the locations suggested for new EV points will be affected.
- **Actions: Admin to contact KCC regarding any current or future works involving EV points in Walmer, including possible locations.**

### Thermal Camera:

- **Noted:** Thermal Camera update has been given to the working group.
- The number of appointments has reduced heavily this year, the scheme will continue for the moment, will be revisited at a future CEWG meeting to see if it will be required in the Winter of 2026.
- The energy savings promotion was covered in Item 5.

### Waste & Pollution Reduction

- **Noted:** WalAPP certificates are to be picked up by Cllr Waite Gleave from the offices for distribution, with window stickers.

**Water Filler Installation:**

- **Noted:** Admin has received quotes for the installation of the water filling station; the decision will need to be made in the next meeting or via electronic vote (if applicable)
- Cllr Waite Gleave to look over the quotes before distribution.

**Nature Recovery and Pesticide Free Walmer:**

- The working group were given copies of Allotment rules for both Walmer and Deal town councils.
- **RESOLVED-** Admin to use the National Allotment Society's 'Keep your allotment wildlife friendly' information to write new additions to the Allotment terms and conditions and to adhere to the standards of the NAS.

Proposed by: Cllr Blackwell

Seconded by: Cllr Findley

For 3                      Against 0                      Abstain 0

**Actions: Admin to write new rules for the T&Cs against use of chemical herbicides / pesticides and inform the allotment holders when they are sent out.**

**Coastal Pollution and Recovery:**

- **Noted:** A meeting may be required in June between the local councils at Deal and Walmer, involving Southern Water about ocean recovery, discussed with town clerk.
- During DDC meeting 28 Jan 2026, the idea of extra water testing was brought up. Several members of the council were keen on more actions.
- SOSDAW are meeting to make decisions about expanding their campaign, in addition their petition will be put forward to the DDC cabinet on February 2nd.

**8. Nature and Biodiversity Grant**

- **RESOLVED-** Working Group approved the grant application from WALDAS to be sent to the next meeting of the A&E Committee. This is part 3 of 3 of their overall plan.

Proposed by: Cllr Blackwell

Seconded by: Cllr Waite Gleave

For 3                      Against 0                      Abstain 0

**Actions: Admin to inform A&E of the grant application from WALDAS.**

**9. POSSIBLE NEW/FUTURE AIMS AND INITIATIVES.**

- Increase awareness of solar energy on local rooftops in the area based on information from Mr Stokes of Downs Sailing Club.

**10. DATE OF NEXT MEETING**

Thursday 26<sup>th</sup> March 2026 at 19:00 at No 62 The Strand.

The meeting closed at 20:40

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Attach 7

Financial information as at 27/03/26  
Bank Balances

Charity Bank	£104,485.29
Redwood bank	£104,000.41
Unity Trust current	£45,392.76
Unity Trust Deposit	£97,842.56
<b>Total</b>	<b>£351,721.02</b>

**Committee budget vs spend 2025/26 as at 28/2/26**

Committee	Budget	Spend	notes
Amenities and Environment	£ 25,400.00	£ 14,393.43	includes CEWG
Events	£ 15,000.00	£ 9,627.79	
Finance and General purposes	£ -	-	
Human Resources	£ -	-	
Planning	£ -	-	
Walmer in Bloom	£ 23,300.00	£ 10,715.72	inlcudes Hawkshill and Peace Garden



Item: Local Resilience Plan  
 Date: 16/3/26  
 Meeting: April Full Council  
 From: Cllr S Waite-Gleave.

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**Kent & Medway Resilience Forum** is hosted by Kent Fire and Rescue Service HQ. For 2 years they have worked with KCC officers and KALC to urge local councils across Kent to use their **template** (<https://kentprepared.org.uk/community-resilience>) and make important up-grades to **Local Resilience Plans**: so that local communities can pull together after emergencies (and emergency service intervention) to cope and recover, and protect the vulnerable. Extreme weather events, service outages, and pandemic experiences have shown recently how important improved resilience preparation is, at very local scale.

The suggestion of Cllr Waite-Gleave is that we in Walmer, boxed in by the sea and dependent on an A road that is more and more prone to gridlock, need an updated functional LRP at the earliest point possible. We share services with other CT14 local councils and ideally it would be good to work with them on LRPs, but if other CT14 councils are dragging their heels, we cannot wait more than 3 or 4 months to start a draft of our Walmer TC LRP because to do so would be to leave our residents exposed to risk.

Walmer can, after putting together our own plan, work on a 'cluster LRP' with Ringwould w/ Kingsdown, Deal, Sholden and Great Mongeham local councils, in the way Kent Resilience Forum officers advise (subject to getting agreement with said councils).

Since late 2024, a **workshop** to help our **Dover district's** 35 parish level councils do this local resilience planning, hosted by DDC resilience team, has been planned. It **was held on 18 February 2026**. Cllr Waite-Gleave attended on behalf of WTC after discussions with clerk. The set of information and slides from the Local Resilience Planning workshop have been forwarded to clerk and all WTC councillors by Cllr W-G.

**How to develop a good LOCAL RESILIENCE PLAN (LRP): Workshop** 5.30 to 8pm on Wed 18 Feb 2026 for representatives of town/ parish councils in Dover district, at DDC council chamber, 24 participants were signed up.

- David Parratt chairing, introduced the evening, he heads this DDC officer team, with Elliott Allen and Kayleigh Jones. [Summer 2025 saw DDC team having scramble twice in middle of the night to help communities & set up Whitfield PH as emergency centre.](#)
- **Kent Resilience Forum's** Sacha Taylor provided more guidance on what communities and councils could do.
- KALC CEO Charmaine Keatley backed this up.
- DDC Climate officer James Traynor, included tech fixes coming on line for storing local electricity for use in emergency.

- Emma Crofts of Environment Agency gave guidance on what and how often to expect disruptive weather in 2020s, 2030s and onwards. Also comments by Search and Rescue Kent.
- The workshop led by Olivia Nagle of **Communities Prepared** proved very useful (pages 41 onwards of PDF circulated). I joined Cllrs from Ringwold and Kingsdown and St Margarets Parish Councils to work through examples of resilience plan info gathering processes. The need is to identify : what risks might arise, what might impede emergency services, what assets in our villages could be used in an emergency, which local residents might have skills to help community (halls unlikely to be flooded, residents with 4 wheel drive vehicles, places to store items need by vulnerable, etc).

Resilience is not only about community preparedness when extreme weather conditions cause floods or fires, or when a pandemic hits, it's also about helping (the vulnerable in) communities when there are outages of clean water, electricity, broadband or gridlock on roads.

Obviously emergency responders and LPA are first in line but if we parish /town councils have regularly updated Local Resilience Plans LISTING SPECIFICS OF LOCAL KNOWLEDGE then we are able to help pick up pieces as essential back-up and recovery, after initial 999 calls are responded to.

A copy of the full template resilience plan has been sent out or can be viewed on link in first paragraph.

#### **Notes from officers**

KCC and DDC are the responsible bodies for various parts of emergency plans and as such will have their own plans in place. Both bodies will be contacted to ensure that work is not undertaken multiple times.

KCC recommend that all Towns and Parishes have their own plan.

Training where required will need to be provided, KCC offer courses for free.

At no point should any of the volunteers put themselves in any danger, the plan runs alongside emergency services who will provide the frontline services.

Once the plan is completed and agreed this will be shared with all the relevant bodies.

#### **Proposal**

*To agree to form a working party to pull together a resilience plan using the Kent Resilience Forum template for bringing back to Full Council for agreement. This will include identifying threats, contacting local organisations for assistance in the event of an emergency and recruiting volunteers to fill the various roles.*

Item: Outdoor Gym Project Update Report  
Date: 25<sup>th</sup> March 2026  
Full Council Meeting Wednesday 1<sup>st</sup> April 2026  
From: Lynne Simmons on behalf of the outdoor gym working party

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This report provides an overview of the most urgent aspects of the outdoor gym project.

### **1. Planning Application / Permitted Development**

Further to our previous update, we received the following email on Friday 13<sup>th</sup> March 26, from the Planning officer dealing with our application at DDC:

*“From the information you have provided, it is my opinion as an officer that the works fall within permitted development and in turn would be accepted under a LDC.*

*If the works exceed that shown within this application, it may be that they no longer constitute permitted development and planning permission may be required.”*

Following receipt of this confirmation, we applied for a lawful development certificate on Tuesday 17<sup>th</sup> March 26. There was an additional charge of £218 +VAT for this application.

The good news is that permitted development does not trigger the complex BNG assessment requirements, together with the significant additional costs associated with it. As the standard process for a lawful development certificate to be issued can take up to 8 weeks, our intention is to push for a speedy response, given the time and effort wasted to date having followed the previous pre-planning advice we were given.

We have now received the certificate of Lawful Development for the project, this means planning permission is not required. With the certificate of Lawful Development having been approved we have fulfilled the requirements of planning in order to start the development of the Gym.

### **2. Lease**

Since the last full council meeting, we have continued to chase DDC for the formal lease document for signing. We have been advised that the change from full planning permission to permitted development has been updated within the drafted lease and that the majority of the work on the lease is now complete.

One further issue has now been raised by DDC’s Legal team which concerns the delivery of the RAMS (Risk Assessment & Method Statements) documents from KOMPAN to support the gym installation. Legal department need to “review and approve” the RAMS documents before finalising the lease paperwork. However, KOMPAN cannot deliver the documentation until we place a formal order for the works.

According to Property Services this is a very common problem and the suggested solution to move forward is for DDC to issue a lease for the land only initially to allow the order to be placed and then they will issue a licence for works to “regularise the installation” once the RAMS are delivered. We have received written confirmation from DDC that there is no risk at all that the licence to regulate the installation would not be granted in this scenario.

Please note there is an additional fee to pay of £366 in addition to the previously agreed legal fees of £366, as there will now be two documents produced.

At the time of writing this document, the lease document has not yet been completed by Dover District Council. The works order to KOMPAN needs to be submitted no later than Friday 10<sup>th</sup> April

26 to meet the original 90-day term of the quote. We are therefore at significant risk that the quote provided on 12<sup>th</sup> January 26 will be increased.

Dover District Council have recognised the urgency of the document and have outsourced the lease to an independent solicitor to complete. Members are therefore being asked to agree to an additional meeting of the Council before the deadline for signing the agreement with KOMPAN.

We have contacted KOMPAN to ask for the deadline to be extended.

**Recommendation**

To delegate to the Clerk to call an additional meeting of the Council for the purpose of agreeing the lease on the land for the Gym. This will allow as per a previous resolution the Chairman to sign the agreement with KOMPAN as both the planning permission and lease will be agreed.

**3. Sport England Award £15k**

The paperwork for the Sport England award has been reviewed, and the acceptance documents duly signed and returned to Sport England as required.

Please find attached the detailed Terms & Conditions document of this Movement Fund Award for your information.



# The Movement Fund Programme – Terms & Conditions of Award

**Introduction:** It is important you read all the terms and conditions of the award so the organisation understands how it must treat the funding.

The award offer needs to be accepted by two people authorised to do so. This would usually be a committee member or, for an incorporated organisation, a director. Sport England recommend these conditions are shared with all persons with legal responsibility for the organisation.

## **BEFORE YOU START – Definitions**

“We” and “our” and “us” refer to the organisation receiving the Award bound by these terms and conditions.

“You” and “your” means Sport England.

The “Project” means the project that you are giving us the Award for as set out in our application form and any supporting documents we provided.

The “Award Agreement” includes and incorporates the standard terms and conditions and any additional conditions presented in the Award letter.

The “Award” is the Award as set out in the Award Agreement.

## **SECTION ONE – General conditions**

**1.1** We will only use the Award for the purpose which we set out in our application form submitted to Sport England to apply for the Award (the “Application Form”). We will hold any unused part of the Award on trust for you at all times, and we will repay the Award (including any unused portion of the Award) to you immediately upon demand.

**1.2** During the continuation of the Award Agreement we will act in a fair and open manner without distinction as to race, religion, age or disability, and in compliance with relevant legislation.

**1.3** We will make sure that all current members of our governing body and/or our executive team, if we are a statutory organisation, and all future members appointed during the period of the Award and in accordance with clause 9.1 below receive a copy of these terms and conditions.



## **SECTION TWO – The Project**

- 2.1** We will get your written agreement before making any change to the Project.
- 2.2** We will start the Project in accordance with the timescales set out in the Award Agreement unless otherwise agreed
- 2.3** We agree to make satisfactory progress with the project in accordance with any timetable set out in our Application Form and supporting documents and to complete it within one year of the award of the Award.
- 2.4** We will keep full records of the Project expenditure and ensure a full audit trail of transactions. We will not pay for goods or services in cash but always in a payment method that can be tracked and reported on.
- 2.5** We will not use the Award to pay for any spending commitments we have made before the date of the Award Agreement.
- 2.6** We will tell you of any offer of funding for the Project from anyone else at any time during the Project.
- 2.7** If we spend less than the whole Award on the Project, we will return the unspent amount to you promptly. If the Award part-funds the Project, we will return the appropriate share of the unspent amount to you.
- 2.8** If the Project makes a distributable profit, we will notify you within 28 days of filing our accounts for the year in which the profit was made. We agree to pay to you a proportion (to be decided by you) of any such profit within six months of our accounts being filed.
- 2.9** We will acknowledge the Award publicly as appropriate and as practical. We will follow your branding and publicity guidelines as shown on your website at all times. We will acknowledge your support in any published documents that refer to the Project, including job advertisements, accounts and public annual reports, or in written or spoken public presentations about the Project.
- 2.10** We hereby consent to any publicity about the Award and the Project as you may from time to time require. You can carry out any forms of publicity and marketing to promote the award of the Award as you see fit. We agree to do whatever you reasonably require in order to assist with any form of publicity and marketing, including any press or media related activities.
- 2.11** We will tell you promptly about any changes to information we have provided and will make sure that the information you hold is always true and up to date.
- 2.12** In our management of all personal information we will meet the requirements of the Data Protection Act 2018 and the General Data Protection Regulation (2016/679).
- 2.13** We will tell you immediately if any of our key contacts or people whose salaries are funded by the Award change.



**2.14** We agree to adhere to all laws regulating the way we operate, the work we carry out, the staff we employ or the goods we buy and will manage any conflicts of interest appropriately. We will ensure that we have an equal opportunities policy and if our Project involves work with children, young people or other vulnerable groups we will also have a protection policy to help us comply with all relevant laws and good practice throughout the period of the Award Agreement and in accordance with clause 9.1 below. We will obtain all approvals and licences and any profile checks required by law or by you.

**2.15** If we are a charity, we will register with the Charity Commission if our income goes over their minimum exemption figure.

**2.16** We will maintain adequate insurance at all times and if asked, will supply copies of confirmation of insurance cover to you. This includes employee and public liability insurance and insurance that covers the full replacement value of any assets you have funded.

### **SECTION THREE – Our organisation**

**3.1** We will get your written agreement before changing our governing document, (unless we are a statutory organisation) concerning our aims, payments to members and members of our governing body, the sharing out of our assets (whether our organisation is dissolved or not), or the admission of any new members; or transferring our assets to, or merging or amalgamating with, any other body, including a company set up by us.

**3.2** We will write to you as soon as possible if any legal claims are made or threatened against us and/or which would adversely affect the Project during the period of the Award (including any claims made against members of our governing body or staff concerning the organisation).

**3.3** We will tell you in writing as soon as possible of any investigation concerning our organisation, trustees, directors, employees or volunteers carried out by the Police, the Charity Commission, HM Revenue & Customs, or any other regulatory body.

**3.4** We will be available for meetings with you and allow full and free access to our records however and wherever held and to any of our offices or buildings to you, or those acting for you or to the National Audit Office.

**3.5** We will let you know if our governing body falls below three members and will increase it to at least three as soon as possible.

### **SECTION FOUR-VAT**

**4.1** We acknowledge that the Award is not consideration for any taxable supply for VAT purposes by us to you. We understand your obligation does not extend to paying us any amounts in respect of VAT in addition to the Award and that the Award made by you is inclusive of VAT.



## **SECTION FIVE- Our annual report and accounts**

**5.1** We will acknowledge the Award in our annual reports and accounts covering the period of the Project.

**5.2** We will show the Award and related expenditure as a restricted fund under the description "Sport England Award" in our organisation's annual accounts. If we have more than one restricted fund, or, as a statutory authority, cannot show restricted funds in our accounts, we will include a note to the accounts identifying each restricted fund separately. If we have more than one Award from you, we will record each Award separately in the notes to the accounts. We will identify unspent funds and assets in respect of the Award separately in our accounting records.

**5.3** We will keep proper and up to date accounts and records for at least seven years after the receipt of the Award, including summary profit and loss accounts and management accounts, personnel and payroll records and invoices, which show how the Award has been used. We will make these financial records available to you upon request.

**5.4** We will report regularly and fully to all members of our governing body on the financial position of our organisation.

## **SECTION SIX - Measurement and evaluation**

**6.1** We will measure the progress of the Project and report back to you within one month of the Project finishing or within 13 months from the date of the Award agreement, whichever is the sooner, and thereafter on a monthly basis until the Project is finished.

**6.2** We will send you any further information you may ask for about the Project or about our organisation and its activities, the number of jobs created by the Project, the number of users and other beneficiaries and such other information you may require from time to time. You may use this information to monitor the Project and evaluate your Awards programmes.

**6.3** When the Project is finished, we will fill in a final report on the Project using the form provided to us.

**6.4** We will tell you immediately in writing of anything that significantly delays, threatens or makes unlikely the Project's completion.

**6.5** We will tell you immediately if there is to be any variation to or decrease in the Project outcomes.



## **SECTION SEVEN - Awards for employment costs**

**7.1** We will ensure that we have proper employment policies and procedures in place at all times. We will pay attention to equalities in the recruitment and selection process for any fixed term or contracted staff employed using the Award.

**7.2** Where the Award is for a salary of a new fixed term post, we will advertise the vacancy externally, using appropriate media (including media that could attract people from disadvantaged groups). We must keep the job description, advertisement, a list of the publications where we placed the advertisements and a copy of the letter of appointment and send them to you if you ask for them.

**7.3** We will maintain all main financial records including personnel and payroll records for staff funded by you for seven years after the Project has finished. We will complete all statutory returns for employees and make all relevant payments to cover their pensions and salary deductions, such as income tax and National Insurance contributions.

**7.4** We acknowledge and agree that where the Award is for a salary, we will be responsible for any redundancy and/or termination costs and cannot in any circumstances use the Award (in whole or in part) towards redundancy payments and/or termination costs.

## **SECTION EIGHT - Awards for Assets and Services**

**8.1** If any part of the Award is to buy a capital item, series of capital items, such as equipment or other items, or particular services we will keep all receipts and invoices over £250 for you to look at for seven years after the Award Agreement.

**8.2** We will keep all assets funded by the Award safely and in good repair and will make sure we have adequate insurance cover for all of them. Any loss resulting from payments made for assets before delivery will be our responsibility. If the asset is damaged, destroyed or stolen, we must tell you in writing and we must repair or replace it.

**8.3** We acknowledge that no part of the Award may be used for the replacement of any asset previously funded by the Award and that if any such asset is lost, damaged or destroyed, we will be obliged to use our other financial resources to procure that it is replaced or repaired as appropriate.

## **SECTION NINE- Length of Award Agreement**

**9.1** These terms and conditions and the Award Agreement remain in force for whichever of these is the longest time:

- For two years following the date of payment of the Award.
- As long as any part of the Award remains unspent.
- The expiry of the maximum period required under the Award for asset monitoring.



- As long as we do not carry out any of the terms and conditions of the Award Agreement, including any of your reporting requirements or any breach of them continues or we have any outstanding obligations under these terms (this includes any outstanding reporting on Award expenditure or Project delivery or any obligations to maintain records).

#### **SECTION TEN – We understand that**

**10.1** Sport England takes its responsibilities to prevent and detect fraud very seriously and in the event of any fraud relating to the Project or other wrongful use of the Award it will seek recovery of losses (not limited to those pursued under 10.5 below) and, where appropriate, pursue criminal prosecution.

**10.2** We accept that you may share information about the Award with any parties of your choice as well as with members of the public who make a request for information under the Freedom of Information Act 2000. Details of the Project may be broadcast on television, on your website, in newspapers and through other media.

**10.3** You will not increase the Award if we spend more than the agreed budget.

**10.4** You may want to investigate any matters concerning the Award (or any other Awards you have given to us) at any time while the Award Agreement is in force. We understand that you accept no liability for any consequences, whether direct or indirect, that comes about from any investigation even if the investigation finds no cause for concern.

**10.5** You may demand repayment of all or part of the Award and/or cancel any unpaid part of the Award at your absolute discretion in any of the following circumstances if:

- We fail to meet any of these terms and conditions, or the terms and conditions attached to any other Awards from you for which a Award agreement is still in force.
- We completed the Application Form dishonestly or significantly incorrectly or misleadingly.
- We or any other person or organisation operating for us gave you any significantly misleading or inaccurate information, whether deliberate or accidental, during the application process, or during the period of the Award Agreement.
- If at any time while the Award Agreement is in force, in your opinion acting reasonably, any event occurs in relation to the Project or to our organisation which is likely to have a material adverse effect on Sport England as a custodian and distributor of publicly generated funds and/or as a Government sponsored body.



- Members of our governing body, volunteers or staff act at any time during the Project dishonestly or negligently or in any way, directly or indirectly, to our detriment or to the detriment of our organisation or the Project or to the detriment of your reputation.
- Our organisation, members of our governing body, employees or volunteers are subject to an investigation or formal enquiry by the Police, the Charity Commission, HM Revenue & Customs, or other regulatory body.
- We receive duplicate funding from any other source for the same or any part of the Project.
- We do not take positive steps to ensure equal opportunities in our own employment practices and the delivery of and access to our services.
- There is a significant change of purpose, ownership or recipient, either during the Project or within a reasonable period after its completion, so that you judge that the Award is unlikely to fulfil the purpose for which you made it.
- At any stage of the application process or during the period of the Award Agreement we do not let you have information that would affect your decision to award, continue or withdraw all or part of the Award.
- We are or become legally ineligible to hold the Award.
- If you have reasonable grounds to believe that it is necessary to protect public money.

**10.6** We acknowledge that the Award comes from public funds and we will not use the Award in a way that constitutes an unlawful subsidy as defined by the Subsidy Control Act 2022. In the event that it is deemed to be an unlawful subsidy, then we will repay the entire Award immediately.

**10.7** You may assign any of your rights under the Award Agreement to any other or successor body.

**10.8** No other body has any claims on you under these terms and conditions and person shall be entitled to any rights in respect of the Award Agreement by virtue of the Contracts (Rights of Third Parties) Act 1999 or otherwise.

## **SECTION ELEVEN- Additional conditions**

**11.1** You have the right to impose additional terms and conditions on the Award if:

- We are in breach of the Grant Agreement
- You judge that members of our governing body, volunteers or staff or any person or organisation closely involved in carrying out the Project act in a way that may have a detrimental effect on the Project or on your reputation as a distributor of public money or as a Government sponsored body



- If you have reasonable grounds to believe that it is necessary to protect public money and/or you believe such conditions are necessary or desirable to make sure that the Project is delivered as set out in our application or following any agreed changes.

**IMPORTANT – By signing the Award acceptance form you have confirmed the following:**

- That the two signatories are authorised by the organisation named in the application form to enter into a legally binding agreement on their behalf.
- We certify that the information given in the Application Form and any supporting documents is true and confirm that the enclosures are current, accurate and adopted or approved by our organisation.
- We understand that any offer of a Award will be subject to terms and conditions and we confirm that the organisation has the power to accept the Award if the application is successful and to repay it if the Award conditions of the Award Agreement are not met.