

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

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DRAFT Minutes of the Events Committee held on Tuesday, 19 April 2022 at 8 The Strand, Walmer at 7pm

Present: Cllr Mrs M Beard-Gould (Chairman), Cllr G Bearman, Cllr T Byfield, Cllr D Thompson, Cllr S Fisher, Cllr J Murray

Officers Present: Mrs J Watson (Events Officer)

747. WELCOME AND APOLOGIES

None

748. MINUTES OF THE PREVIOUS MEETING

Members considered the minutes of the meeting held on 24 March 2022.

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

749. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

Meeting date schedule for 2022/23 was reviewed.

RESOLVED: That the meeting on Tuesday, 17 May be chaired by Roland Aldred and that we may need to add a meeting in June. No meeting in September/October therefore any information to be submitted by email/post.

750. EVENTS BUDGET

The Events budget was reviewed with known expenditure. The next Finance and General Purposes Committee meeting 13th April 2022 has been cancelled therefore our request for a further £500 (total additional now required £4,000) due to addition of Jubilee Event this year will be discussed at Full Council.

RESOLVED: JW to send budget information to Clerk to present at next Council Meeting.

751. PUBLICITY AND COMMUNICATION

The shared spreadsheet detailing all events and publicity is regularly updated.

The Guardian newspaper has been contacted but no response.

Committee members to be provided with posters to take to local shops / noticeboards.

RESOLVED: Cllr G Bearman to see if he has a contact email for Guardian for advertising events.

JW to contact Produced in Kent to see if Canterbury Cider are members. JW to continue with promoting events and purchasing banners to put up around Walmer.

JW to contact Deal Radio and Kent Radio (Cllr G Bearman happy to speak to them).

752. FUTURE EVENTS

i) JUBILEE CELEBRATIONS FEATURING BEST OF KENT FOOD & DRINK PLUS CONCERT, SATURDAY, 4 JUNE 2022 – 12 pm to 8 pm

Committee members discussed stalls interested in attending and further suppliers to contact. Agreed that we have enough to run event.

RESOLVED: Committee members to continue to contact further suppliers especially those selling cheese, fruit, jam, honey, bread and wine.

Committee members discussed documents required by Dover District Council.

RESOLVED: Cllr T Byfield and JW meeting to review site plan and measure pitch sizes on 21.04.22 and then submit to Dover District Council.

Committee members discussed car parking arrangements required at event during the day and evening (other side of the Lifeboat Station).

RESOLVED: Roy Stone, KWDCA has been contacted and is in his diary. Councillors will also be required to assist in car park during event.

Cllr Mrs M Beard-Gould updated the committee with plans for the concert element of the event. A 'green room' (gazebo) would be required with a member of the committee being responsible for ensuring running order of musicians followed. Approximately 100 musicians involved. Rehearsals arranged.

RESOLVED: All agreed to note.

Cllr J Murray discussed having a Souvenir Commemorative Brochure produced. Three commercially competitive quotes received. Content and whether to charge for copies to be discussed at next meeting.

**Proposed by: Cllr M Beard-Gould
Seconded by: Cllr T Byfield**

RESOLVED: All agreed that they would like to have a Souvenir Commentative brochure produced and accept the quotation from Cactus Graphics for 1,000 copies, A5 folded/stapled/20 pages. JW to contact Cactus Graphics to confirm.

Cllr T Byfield would like the committee to consider dates for holding this event next year.

RESOLVED: To discuss at next meeting.

ii) CHILDREN'S FESTIVAL WITH KITES - SATURDAY, 2 JULY 2022 (12 TO 4 PM)

Dover District Council requesting several planning documents.

RESOLVED: JW to forward.

Additional food vendor required.

RESOLVED: JW to make enquiries.

The Junk Orchestra would like WTC to collect cardboard toilet rolls to be used to make musical instruments.

RESOLVED: All to collect.

Committee members discussed proposal for Deal Music and Arts to create a large canvas featuring a black & white cartoon design based on the Goodwin Sands to be coloured in during this event (No cost to WTC).

RESOLVED: All approved.

iii) BROCANTE – BANK HOLIDAY MONDAY, 29 AUGUST 2022

Bookings now open via Eventbrite. One pitch size £50.00 23ft x 12 ft (double pitch available £82.50).

RESOLVED: Agreed to note (62 pitches sold to date).

iv) SPORTS FESTIVAL / TRIM TRAIL LAUNCH

Cllr D Thompson and Cllr S Fisher decided that this event be postponed until next year, the Green has been booked for Saturday, 24 June 2023.

RESOLVED: Agreed to note.

v) HERITAGE WEEK – Friday to Sunday 9 – 18 September 2022

Committee Members considered if we would like to take part in this event again at Hawkshill Aerodrome. We still have one box of leaflets left.

RESOLVED: To confirm by 1 August 2022 if wish to participate.

vi) **CAROLS BY TORCHLIGHT – Saturday, 17 December 2022**

No further update.

RESOLVED: Agreed to note.

753. DATE OF NEXT MEETING

Tuesday, 17 May – 7pm – 8 The Strand, Walmer

The meeting closed at 8.15 pm

Signed

Date