



**WALMER TOWN COUNCIL**

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

Tel: 01304 362363

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

**Minutes of the Events Committee held on Tuesday 25<sup>th</sup> March 2025 at No 62 The Strand, Walmer at 5.30pm.**

Present: Cllr Tony Grist (Chairman), Cllr Diana Richardson, Cllr Mark Simpson, Cllr Louise Ludwig and Cllr Adrian Friend.

Officer Present: Lynne Simmons – Events Officer.

**583. WELCOME AND APOLOGIES FOR ABSENCE.**

No apologies were received.

**584. DECLARATIONS OF INTEREST.**

No interests were declared.

**585. OPENNESS AND TRANSPARENCY.**

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

**586. MINUTES OF THE PREVIOUS MEETING.**

Members considered the minutes of the meeting held on Tuesday 28<sup>th</sup> January 2025.

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

Proposed by: Cllr Friend

Seconded by: Cllr Simpson

For 5      Against 0      Abstain 0

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

None.

**588. EVENTS BUDGET.**

- i. Members received the budget and current financial position vs the budget for 2024/25.

**NOTED.**

**589. EVENT PLANNING CHILDREN'S FESTIVAL 2025.**

- i. Members received an update report on all planning completed to date for the Children's Festival.

The officer reported that Aquanauts Adrift had been in contact with a small list of requirements and have requested a "dressing area in adequate distance from performance area". Cllr Ludwig offered the use of her property given it's proximity to the event. Councillors were grateful and accepted her kind offer.

Urban Displays have asked if they are able to set up a merchandise stand alongside their display.  
**RESOLVED** – A proposal was made to permit those taking part in the Festival to display additional merchandise at the event if they so wish.

Proposed by: Cllr Richardson

Seconded by: Cllr Ludwig

For 5 Against 0 Abstain 0

Deal Pirates have asked for permission to have no obligation donation buckets on display at their gazebo, supporting the Pirate Charity of the year (yet to be confirmed).

**RESOLVED** – To approve the request, subject to Walmer Town Council's final approval once the Pirate Charity of the year has been selected.

Proposed by: Cllr Simpson

Seconded by: Cllr Grist

For 5 Against 0 Abstain 0

Deal First Responders have requested a table, chairs and a tent to run demonstrations of CPR at the event. Walmer Town Council currently has two coleman shelters, one of which is provided to the face painter for the event, the other is used by Walmer Town Council as a base/ lost and found point.

**RESOLVED** – A proposal was made to allocate the second Walmer Town Council coleman shelter to Deal First Responders for the event. Alternative solutions will be considered for the Walmer Town Council base.

Proposed by: Cllr Grist

Seconded by: Cllr Ludwig

For 5 Against 0 Abstain 0

The officer gave a verbal update regarding the very positive recent meeting with Deal Radio. They are a not-for-profit organisation and are very keen to be involved with the local community. Their involvement in the event was discussed with the Town Clerk as below.

*Before the event:*

The station runs drop-in sessions bi-weekly, and they would be happy to have a representative from Walmer Town Council along to talk about the event.

*At the event:*

They can set up a mobile unit for the whole event, broadcasting live and hold interviews with those attending. They can broadcast with speakers or without (for listeners of the show only) to avoid any conflict/overlap with other ongoing activities.

**RESOLVED** – To approve the involvement of Deal Radio as suggested. Further discussions to be held with Deal Radio once the event programme has been created, with a view to having some timed announcements during the event – specifics to be confirmed nearer the time.

Proposed by: Cllr Richardson

Seconded by: Cllr Ludwig

For 5 Against 0 Abstain 0

Cllr Ludwig reported that Deal & Betteshanger Rugby Club has expressed interest in attending the Children's Festival with their youth section. Cllr Richardson observed that she has seen "Have-a-go Tag Rugby" sessions used to good effect with primary school aged children.

**RESOLVED** – To approve the involvement of the Rugby club at the Festival, with Cllr Ludwig to continue to hold ongoing discussions about the event with the club.

Proposed by: Cllr Ludwig

Seconded by: Cllr Friend

For 5 Against 0 Abstain 0

Members reviewed the 2025 Children's Festival Poster Design.

**RESOLVED** – To approve the poster design.

Proposed – Cllr Friend

Seconded – Cllr Grist

For 5    Against 0        Abstain 0

Members discussed the number and variety of catering vendors confirmed for the Children's Festival. It was observed that ideally it would be nice to have more variety in the offer ie healthy/vegetarian options. It was also mentioned that there are several local traders in the vicinity who offer different options for visitors to the event, as well as a new family picnic area.

**RESOLVED** – A proposal was made to put out a request via Facebook to advise that we are looking for mobile catering vendors for the event who specialise in healthy or vegetarian offers to see what interest there may be from local mobile traders.

Proposed by: Cllr Richardson

Seconded by: Cllr Friend

For 5    Against 0        Abstain 0

Members discussed the draft site plan and car parking arrangements. It was noted that there will be changes to the draft plan to accommodate additional activities such as Deal Radio and the Rugby club.

**RESOLVED** – To approve the site plan for submission to DDC, noting that changes will be required prior to submission to DDC.

Proposed by: Cllr Friend

Seconded by: Cllr Simpson

For 5    Against 0        Abstain 0

#### **590. EVENT PLANNING BROCANTE 2025**

- i. Members discussed the update report provided by the officer.

The provision of event stewards was discussed, particularly for the car parking provision which is the most resource intensive activity on the day. It was noted that DDC have confirmed there is no requirement for SIA trained staff at the event. Members discussed various options for the provision of a dedicated team of volunteers/ parking attendants with the suggestion that ideally this should be made up of a minimum of two teams of four personnel, covering the event from 8am to 4pm.

The officer was actioned to investigate local organisations who may provide parking attendant services and / or volunteer organisations, and to report back all findings at the next events meeting.

**NOTED.**

Members discussed the draft site plan and car parking arrangements.

The officer was actioned to prepare two options for car parking including all traffic movement on site, for discussion at the next events meeting.

**NOTED.**

**Cllr Friend left the meeting at 6.45pm.**

- ii. Members reviewed the draft communication for the sale of Brocante pitches, the conditions of booking for publication on Eventbrite booking platform and the existing arrangements for Charity pitches.

**RESOLVED** – To approve the wording of all communication required for the sale of Brocante pitches, to go live on Eventbrite on Friday 4<sup>th</sup> April @ 9.00am. No changes are to be made to the arrangements for Charity pitches for 2025.

Proposed by: Cllr Richardson

Seconded by: Cllr Ludwig

For 4    Against 0    Abstain 0

#### **591. CHRISTMAS CAROLS AND CLASSICS EVENT 2025**

Members discussed different options for an event in 2025.

A concern was raised regarding the requirement to lay protective matting across areas of Walmer Green currently used for the event. Should DDC insist that this is required for 2025, the event will not provide value for money given the impact this will have on the overall cost of the event. It was also observed that there are many other Christmas celebratory events which take place locally during the month of December every year. The officer was tasked with the following actions to support and inform decision making for a Christmas event in 2025 at the next events meeting.

The officer was actioned to investigate matting options and clarify requirements with DDC.

**NOTED.**

The officer was actioned to investigate the possibility of moving the date to Saturday 13<sup>th</sup> December 25 as the date provisionally booked is Saturday 20<sup>th</sup> December 25.

**NOTED.**

The officer was actioned to contact Deal Music & Arts to see if they would be interested in taking part in a Christmas event in 2025.

**NOTED.**

**Cllr Ludwig left the meeting at 7.02pm.**

#### **592. FUTURE/OTHER EVENTS**

- i. Volunteers' presentation event.

Cllr Richardson provided an update on the plans for a potential Walmer In Bloom winners' event, anticipated to be for around 30 people. Plans for this event are underway with Walmer Castle and it is thought that this idea or similar could also be explored for a volunteers "thank you" event.

**NOTED.**

- ii. Discussion future (new) event ideas.

The future opening of the Outdoor Gym on Walmer seafront was put forward as a potential opportunity for a new event.

#### **593. DATE OF NEXT MEETING**

Tuesday 22<sup>nd</sup> April 2025 @ 17.30pm.

The Chairman closed the meeting at 19.15pm.

Signed .....

Date .....