



**WALMER TOWN COUNCIL**

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**Minutes of the Events Committee held on Tuesday 22<sup>nd</sup> April 2025 at No 62 The Strand, Walmer at 5.30pm.**

Present: Cllr Tony Grist (Chairman), Cllr Louise Ludwig and Cllr Adrian Friend.

Officer Present: Lynne Simmons – Events Officer.

**629. WELCOME AND APOLOGIES FOR ABSENCE.**

Apologies were received and accepted from Cllr Richardson, Cllr Simpson and Cllr Crockford.

**630. DECLARATIONS OF INTEREST.**

No interests were declared.

**631. OPENNESS AND TRANSPARENCY.**

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

**632. MINUTES OF THE PREVIOUS MEETING.**

Members considered the minutes of the meeting held on Tuesday 25<sup>th</sup> March 2025.

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

Proposed by: Cllr Friend

Seconded by: Cllr Ludwig

For 3      Against 0      Abstain 0

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

None.

**634. EVENTS BUDGET.**

- i. Members received the budget and current financial position vs the agreed budget for 2025/26.

**NOTED.**

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

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

**RESOLVED.** It was proposed that Cllr Grist should attend a "drop-in" session at Deal Radio to promote the event. Cllr Grist is available on Wednesday 28<sup>th</sup> May 25 and any subsequent Wednesday during June 25. The officer was actioned to confirm a date with Deal Radio.

Proposed by: Cllr Friend

Seconded by: Cllr Ludwig

For 3      Against 0      Abstain 0

Members discussed the number and variety of catering vendors confirmed for the Children's Festival. The officer reported that there has been no response from the recent Facebook post asking for local vendors who specialise in healthy/vegetarian offers.

**RESOLVED.** It was agreed that Cllr Grist should approach local traders to discuss the possibility of a "Children's Festival" special on the day, to gauge the level of interest in this initiative.

Proposed by: Cllr Friend

Seconded by: Cllr Ludwig

For 3    Against 0        Abstain 0

Members reviewed the draft festival webpage and event programme.

**RESOLVED.** A proposal was made to approve both the design of the page and the suggested event programme.

Proposed by: Cllr Ludwig

Seconded by: Cllr Grist

For 3    Against 0        Abstain 0

- ii. Members reviewed the updated site plan which has now been submitted to DDC as part of the Event Management Plan.

**NOTED.**

#### **636. EVENT PLANNING BROCANTE 2025.**

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

The officer reported that pitches were selling well with 120 of 140 pitches sold as of 22<sup>nd</sup> April 25.

No charity pitches have yet been sold with a total of 4 set aside for this purpose. The officer was actioned to contact local charities directly to promote the event.

**NOTED.**

Members discussed the sourcing and provision of event car parking marshals.

The quote provided by Envisage Promotions of £214 plus VAT per marshal for the hours of 8am to 4pm on the day was noted.

Cllr Ludwig was actioned to follow up with the Rugby Club to discuss the possibility of volunteers from the club supporting this activity. The officer was also actioned to contact Kent Coast Volunteering to explore the possibility of their help and support with sourcing volunteers.

**NOTED.**

Members discussed the draft car parking options and agreed that Option A was the safest solution for both cars and pedestrians, with minimal two-way traffic flow in place using separate entrance and exits.

**RESOLVED.** It was proposed that Option A should be the car parking plan used to support the event management plan.

Proposed by: Cllr Ludwig

Seconded by: Cllr Friend

For 3    Against 0        Abstain 0

**637. CHRISTMAS CAROLS AND CLASSICS EVENT 2025.**

- i. The officer confirmed the date for the Christmas event has been moved and confirmed for Saturday 13<sup>th</sup> December 25.

Members also discussed the matting solution offered by DDC. A concern was raised over the additional work required to “lift and shift” the mats and how time consuming it would be for the event staff on the day to lay down, especially if the weather leading up to the event was particularly wet.

The officer was actioned to contact DDC to find out if the carpet solution proposed by Dallas Event Services would be a suitable alternative solution.

**NOTED.**

**RESOLVED.** Members agreed that the final decision on both matting and marquee solutions would be carried forward to the next Events meeting.

Proposed by: Cllr Friend

Seconded by: Cllr Grist

For 3    Against 0            Abstain 0

Members noted the changes to the event parking bay suspension charges by DDC.

**NOTED.**

**638. SUMMER ON THE GREEN POSTER AND LEAFLETS 2025.**

- i. Members reviewed the draft designs for the Summer 25 leaflets and poster.

**RESOLVED.** It was agreed to approve both designs in readiness for distribution.

Proposed by: Cllr Grist

Seconded by: Cllr Ludwig

For 3    Against 0            Abstain 0

**639. FUTURE/OTHER EVENTS.**

- i. Cllr Friend indicated that he would be keen to pursue the idea of an annual community awards evening, where volunteers and others could be thanked for their contribution to the community during the year.

**RESOLVED.** It was proposed to carry this idea forward to the next events meeting to explore this concept in more detail.

Proposed by: Cllr Friend

Seconded by: Cllr Grist

For 3    Against 0            Abstain 0

**640. DATE OF NEXT MEETING**

Tuesday 27<sup>th</sup> May 2025 @ 17.30pm.

The Chairman closed the meeting at 18.55pm.

Signed .....

Date .....