



**WALMER TOWN COUNCIL**

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

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)

**DRAFT Minutes of the Meeting of Walmer Town Council held on Wednesday 3<sup>rd</sup> September 2025  
– 7.30 pm at Walmer Parish Hall, Dover Road, Walmer.**

**Present Councillors:** Cllr T Bond (Chairman), Cllr M Simpson, Cllr L Ludwig, Cllr M Eddy, Cllr R Blackwell, Cllr A Friend, Cllr J Murray, Cllr D Richardson, Cllr P Ludwig, Cllr T Grist, Cllr P Findley and Cllr P Jull.

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

**217.APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs K Lee, S Waite-Gleave and E Crockford.

**218.DECLARATIONS OF INTEREST**

Cllr A Friend declared a OSI in relation to item 237 as a member of his family sponsors the Rugby Club. Cllrs Bond, P Ludwig, L Ludwig and D Richardson declared a VAOI in relation to item 237 as they all have had children who played for the Rugby Club.

**219.OPENNESS AND TRANSPARENCY**

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

**220.CHAIRMAN'S REPORT**

Cllr T Bond reported that had had attended:

- i. The event leading up to the Royal Marine Concert, he shared his disappointment that the sudden and extreme weather caused what is one of Walmer's most cherished events to be cancelled.
- ii. Walmer Town Council's Children's Festival
- iii. The VJ day memorial
- iv. Deal, Walmer and Kingsdown Carnival Association's Teddy Bears Picnic
- v. Walmer Town Council's Brocante. The event was very successful, and he wish to thank the Council staff for their efforts in the organisation and on the day. Members agreed to ask the Chairman to write to the staff offering thanks for work involved in making the Brocante successful.

Cllr Bond further reported that at a meeting with The Leader of Dover District Council, the support requested by the Landmark Centre from DDC was in question, as the Walmer Town Council had agreed to support the Landmark Centre on the basis of DDC support, members of Walmer Town Council may be asked to reconsider the motion at a future meeting.

## **221.MINUTES**

Members received the minutes of the Council meeting held on Wednesday, 2<sup>nd</sup> July 2025.

**RESOLVED:** That the minutes be approved and signed.

Proposed by Cllr Friend

Seconded by Cllr Eddy

For 12

Against 0

Abstain 0

## **222.REPORT ON ACTIONS FROM THE LAST MEETING**

No actions to report.

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

- i. No questions were posed from members of the public present.
- ii. Cllrs C Vinson of Dover District Council reported:
  - a) That next step in the Local Government Re-organisation is drawing near. In November DDC will make its submission around the number of authorities it is backing.
  - b) Cllr Vinson continues to look for ways to move the Millers Retreat development forward and to have the obligations required under 106 in terms of local improvements completed.
  - c) Marke Wood lease for Cinque ports the public consultation has been completed, and members will review the feedback in order to make a decision on the lease in the October Cabinet meeting.
  - d) The footpath on Dover Road under the Pugin Tower, KCC have reported that a temporary fix may have been found and subject to getting this signed off hope to have the footpath open by Oct.
  - e) Court Road to Station Drive Footpath, KCC are looking to set up a meeting with interested parties to talk about how to get this assigned as a PROW.
  - f) The issues raised by Walmer Town Council of planning enforcement of signage for community events has been raised with the planning department.
  - g) DDC are under some financial pressure after overspending on budget last year and again on quarter one this year.

Cllr M Paul of Kent County Council was present and reported:

- a) Kent County Council are also preparing to submit their proposal for the Local Government Re-organisation.
- b) Cllr Paul will be attending a meeting of the Kent Flood Risk and Water Management Committee, both the Environment Agency and Southern Water will attend, Deal Beach will be a subject of discussion at this meeting.

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

Cllr L Ludwig reported that there was no new news. A meeting had taken place with the local police representative. A limited place women's safety event would be taking place at Deal Town Hall, a poster will be available, and the office was asked to advertise this through our channels.

## 225.COMMITTEE REPORTS AND MINUTES

- i. To receive any reports and any agreed minutes as follows:
  - a. Amenities & Environment – No minutes to report.
  - b. Finance & General Purposes – Minutes from 30<sup>th</sup> April, 2025.
  - c. Walmer in Bloom – Minutes from 25<sup>th</sup> June, 2025.
  - d. Events Committee – minutes from 17<sup>th</sup> June and 23 July, 2025.
  - e. Planning Committee – minutes from 10<sup>th</sup> June and 8<sup>th</sup> July, 2025.
  - f. Climate Emergency Working Group – minutes from 16<sup>th</sup> June, 2025.

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

Proposed – Cllr A Friend

Seconded Cllr M Eddy

For 12

Against 0

Abstain 0

Cllr L Ludwig reported that the Walmer in Bloom competition had now been completed. The presentation at Walmer Castle had been well received and she wish to thank Mr Miles from the office for making their vision a reality at the presentation.

- ii. To receive any comments about the draft minutes of meetings taken place since the last council meeting.
  - a. Finance & General Purposes – Minutes from 24<sup>th</sup> July, 2025.
  - b. Walmer in Bloom – Minutes from 15<sup>th</sup> July, 2025.
  - c. Events Committee – minutes from 20<sup>th</sup> August, 2025.
  - d. Planning Committee – minutes from 12<sup>th</sup> August, 2025.
  - e. Climate Emergency Working Group — minutes from 5<sup>th</sup> August, 2025.

**RESOLVED** – To note

Proposed Cllr A Friend

Seconded Cllr M Eddy

For 12

Against 0

Abstain 0

## 226.REPORT OF THE CLERK

The Clerk reported:

- i. 3 Replacement bins have been installed on Walmer Green.
- ii. Over 40 positive comments have been received about the Brocante so far.
- iii. The last-minute additional charge for a street trading licence for the Brocante was agreed to be waived by Dover District Council this year. Officer would like to Thank Cllr Vinson who supported Walmer Town Council in getting this agreed.
- iv. Painting of the Office is due to start on Monday.
- v. Trading Standard have offered to conduct a workshop in Walmer if WTC provide a space, giving information to residents on rogue traders and scams.

Members asked the Clerk to add to the next meeting information on the Trading Standard proposal.

## 227. FINANCIAL REPORT

### i. Monthly bank balances.

Members received the bank balances

| Bank Balances at 28/08/25 |  |                    |
|---------------------------|--|--------------------|
|                           |  |                    |
| Charity Bank              |  | £104,485.29        |
| Redwood bank              |  | £100,000.00        |
| Unity Trust current       |  | £30,364.96         |
| Unity Trust Deposit       |  | £224,602.05        |
| <b>Total</b>              |  | <b>£459,452.30</b> |

### ii. Committee Budgets

Members received the committee budgets year to date

### iii. Monthly Finance report

Members received the July and August 2025 monthly financial report.

| Financial update for month of July 2025 |                                 |                    |                        |                     |                  |
|---|---------------------------------|--------------------|------------------------|---------------------|------------------|
| Balance at start of month               |                                 | £479,845.21        |                        |                     |                  |
| <b>Payments</b>                         |                                 |                    | <b>Receipts</b>        |                     |                  |
| Who                                     | For                             | Amount             | Who                    | For                 | Amount           |
| British Gas                             | Utility Bills                   | £ 104.03           | Godmersham Grills      | Children's Festival | £100.00          |
| Apex Clean                              | Office Cleaning                 | £ 160.00           | Tonibell               | Brocante Payment    | £80.00           |
| Clir S Waite-Gleave                     | Expenses claim                  | £ 43.88            | Real Deal Roasters     | Brocante Payment    | £150.00          |
| Young's Nursery                         | Walmer In Bloom baskets         | £ 1,226.40         | CrumblyMonkey          | Brocante Payment    | £80.00           |
| White Cliffs Engraving                  | Refund for double payment       | -£ 110.00          | Charity Bank           | Bank Interest       | £4,485.29        |
| Dover District Council                  | Public Toilets payment          | £ 6,845.46         |                        |                     |                  |
| Mitec                                   | Telecoms                        | £ 124.80           |                        |                     |                  |
| Anna's Face Candy                       | Children's Festival             | £ 225.00           |                        |                     |                  |
| Mr D Halpin                             | Window cleaning (Jun & Jul)     | £ 24.00            |                        |                     |                  |
| Information Commissioners Office        | Subscription                    | £ 47.00            |                        |                     |                  |
| Mr S Pearce                             | Expenses claim                  | £ 7.87             |                        |                     |                  |
| Solopress                               | CEWG campaign stickers          | £ 55.34            |                        |                     |                  |
| Amazon                                  | Acrylic Pens                    | £ 34.98            |                        |                     |                  |
| Gazebo Shop                             | Gazebo for council events       | £ 499.00           |                        |                     |                  |
| Hutchings                               | Wooden Posts                    | £ 16.80            |                        |                     |                  |
| Kent Copier Services                    | Photocopier Bill                | £ 184.31           |                        |                     |                  |
| Meta                                    | Children's Festival Advertising | £ 7.82             |                        |                     |                  |
| OMG How Cheap                           | Marker Pen for Hawkshill        | £ 5.78             |                        |                     |                  |
| DEALT                                   | Donation to local schools       | £ 50.00            |                        |                     |                  |
| Hopkins                                 | Defibrillator servicing         | £ 249.48           |                        |                     |                  |
| Lloyds Bank                             | Bank Charges                    | £ 3.00             |                        |                     |                  |
| HMRC (PAYE/NI)                          | Tax and National Insurance      | £ 1,842.08         |                        |                     |                  |
| Bizzie Lizzie's Face Painting           | Children's Festival             | £ 225.00           |                        |                     |                  |
| Chapmans                                | Walmer In Bloom baskets         | £ 803.00           |                        |                     |                  |
| Urban Displays                          | Children's Festival             | £ 400.00           |                        |                     |                  |
| Wantsum Medical                         | Children's Festival             | £ 222.10           |                        |                     |                  |
| Viking                                  | Stationary                      | £ 26.68            |                        |                     |                  |
| Staff                                   | Salaries                        | £ 5,735.47         |                        |                     |                  |
| KCC LGPS                                | Pension Payment                 | £ 2,342.89         |                        |                     |                  |
| Unity Bank                              | Bank Charges                    | £ 10.65            |                        |                     |                  |
| <b>Total</b>                            |                                 | <b>£ 21,412.82</b> | <b>Total</b>           |                     | <b>£4,895.29</b> |
|   |                                 |                    |                        |                     |                  |
| Balance at end of month                 |                                 | £463,327.68        | Last year              |                     | -£18,536.72      |
|   |                                 |                    | % of precept for month |                     | -7.44%           |
| This month spend                        |                                 | -£16,517.53        | Total spent LYTD       |                     | -£59,050.65      |
| % of yrs precept for month              |                                 | 6.32%              | % of precept LYTD      |                     | -23.70%          |
| Total net spend YTD                     |                                 | -£77,297.36        |                        |                     |                  |
| % of precept YTD                        |                                 | 29.58%             |                        |                     |                  |

| Financial update for month of August 2025 |                                 |             |                        |  |             |
|---|---------------------------------|-------------|------------------------|--|-------------|
| Balance at start of month                 |                                 | £463,327.68 |                        |  |             |
| Payments                                  |                                 |             | Receipts               |  |             |
| Who                                       | For                             | Amount      | Who                    | For                                    | Amount      |
| Envisage Promotions                       | Stewards for Brocante           | £ 513.60    | Hog and Bean           | Brocante Payment                       | £150.00     |
| Mr D Halpin                               | Window cleaning                 | £ 12.00     | Rich Aroma 21          | Brocante Payment                       | £150.00     |
| Walmer Parish Churches                    | Hire of Meeting Rooms           | £ 125.00    | Allotment Holders      | Allotment Deposits, Rent and Insurance | £141.86     |
| British Gas                               | Utility Bills                   | £ 70.40     | Godmersham Grills      | Brocante Payment                       | £180.00     |
| KALC                                      | Staff Training                  | £ 144.00    |                        |  |             |
| B&Q                                       | Events materials                | £ 17.64     |                        |  |             |
| Jotform                                   | Walmer In Bloom Voting System   | £ 35.63     |                        |  |             |
| Meta Platforms                            | Children's Festival advertising | £ 17.15     |                        |  |             |
| Mitec                                     | Telecoms                        | £ 130.38    |                        |  |             |
| Tesco                                     | Office Materials                | £ 16.65     |                        |  |             |
| Southeastern                              | Travel to staff course          | £ 32.20     |                        |  |             |
| Apex Clean                                | Office Cleaning                 | £ 200.00    |                        |  |             |
| Viking                                    | Stationary                      | £ 50.63     |                        |  |             |
| DDC                                       | Hire of Walmer Green            | £ 109.00    |                        |  |             |
| HMRC (PAYE/NI)                            | Tax and National Insurance      | £ 1,954.46  |                        |  |             |
| Lloyds Bank                               | Bank Charges                    | £ 3.00      |                        |  |             |
| Vision ICT                                | Refund of overpayment           | -£ 210.00   |                        |  |             |
| True Loo                                  | Toilets for Children's Festival | £ 204.00    |                        |  |             |
| Chapmans                                  | Walmer In Bloom baskets         | £ 844.00    |                        |  |             |
| MDC Diamond Removals                      | Rubbish clearance               | £ 120.00    |                        |  |             |
| Allotment Holders                         | Allotment Deposit Refund        | £ 100.00    |                        |  |             |
| White Cliffs Engraving                    | Engraving of WIB Award          | £ 7.50      |                        |  |             |
| Kent Copier Services                      | Photocopier Rent                | £ 15.42     |                        |  |             |
| Staff                                     | Salaries                        | £ 5,554.72  |                        |  |             |
| KCC LGPS                                  | Pension Payment                 | £ 2,260.71  |                        |  |             |
| Unity Bank                                | Bank Charges                    | £ 11.10     |                        |  |             |
| Total                                     |                                 | £ 12,339.19 | Total                  |  | £621.86     |
| Balance at end of month                   |                                 | £451,610.35 |                        |  |             |
| This month spend                          |                                 | -£11,717.33 | Last year              |  | -£12,707.65 |
| % of yrs precept for month                |                                 | 4.48%       | % of precept for month |  | -5.10%      |
| Total net spend YTD                       |                                 | -£89,014.69 | Total spent LYTD       |  | -£71,758.30 |
| % of precept YTD                          |                                 | 34.06%      | % of precept LYTD      |  | -28.80%     |

**RESOLVED** – Members agreed to note the bank balances, committee budget positions and monthly finance update.

Proposed Cllr P Jull

Seconded Cllr M Eddy

For 12

Against 0

Abstain 0

## 228.GRANTS

Members received a recommendation from the Finance and General Purposes Committee. The recommendation is to award a grant of £500 to the Cinque Ports Football Club for the purchase of a youth team kit.

**RESOLVED** – To agree recommendation

Proposed – Cllr A Friend

Seconded – Cllr M Simpson

For 12

Against 0

Abstain 0

## 229.OUTDOOR GYM

Member received a verbal report from Cllr L Ludwig on the progress of the outdoor gym. The planning application is awaiting technical drawing being completed to make the application to Dover District Council. An application for Section 106 funding is being completed to submit. An invite to tender for the equipment is being prepared. Further community feedback is being sought from relevant groups. Cllr L Ludwig thanked Mrs Simmons for her work on the S106, Tender and planning application.

Cllr Bond asked Cllr Vinson of DDC if he would pick up the issue of the rental costs of the land with DDC and suggested that once feedback had been received a further meeting with the leader of DDC may be required.

### **230.BANK ACCOUNTS**

Members received a recommendation from the Finance and General Purposes committee on opening a new bank account.

**RESOLVED** – Members agreed to the recommendation to open a new Charity Bank account and deposit the £104,485.29 currently in a Charity Bank account.

Proposed – Cllr P Jull

Seconded – Cllr D Richardson

For 12                  Against 0                  Abstain 0

### **231.PRESS MEDIA POLICY**

Members received a copy of the Press/Media policy.

**RESOLVED** – To note the policy

Proposed – Cllr M Eddy

Seconded – Cllr A Friend

For 12                  Against 0                  Abstain 0

Members requested the clerk set up a meeting of Committee Chairman to work on a press strategy for the council in early November. Said strategy will then be put before members at a meeting of the council.

### **232.PROJECTOR**

Members received a recommendation to purchase and install a projector in the Walmer Town Council Offices.

**RESOLVED** – To accept the proposal and spend £227.99 on the purchase and installation of a projector.

Proposed – Cllr P Jull

Seconded – Cllr M Eddy

For 12                  Against 0                  Abstain 0

### **233.PLAYING PITCH AND OUTDOOR SPORTS STRATEGY**

Members received a written report and recommendation from the Clerk on a response to Dover District Council's Playing pitch and Outdoor Sport Strategy consultation.

**RESOLVED** – To accept the recommendation around the demand for sport facilities n Walmer.

Proposed – Cllr P Jull

Seconded – Cllr A Friend

For 12                  Against 0                  Abstain 0

### **234.CHAIRMANS BADGE**

Members received a written report from Cllr Murray with a proposal to purchase a Badge of Office for the Chairman.

**RESOLVED** – To purchase a Badge of Office for the Chairman, to facilitate this it is asked the Clerk to obtain 3 quotes for members to consider.

Proposed – Cllr Murray

Seconded – Cllr Eddy

For – 7                  Against – 5                  Abstain – 0

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

### **ACT 1960**

To move in to a confidential session.

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

Proposed – Cllr A Friend

Seconded – Cllr T Bond

For – 12

Against – 0

Abstain – 0

## **236.DRILL FIELD ACCESS ROAD**

During the discussions for this item the two-hour time limit elapsed

**RESOLVED** – To agree to extend the meeting to complete the business on the agenda

Proposed – Cllr A Friend

Seconded – Cllr M Eddy

For - 12

Against - 0

Abstain - 0

Members received quotes for fencing, signage road painting and planters to effectively block parking on the left-hand side of the road to prevent issues of access to emergency vehicles. Members extensively reviewed options and potential pitfalls from each option.

**RESOLVED** To agree to option 4 a wooden fence with chain between post placed every 2m

Proposed – Cllr P Findley

Seconded – Cllr T Grist

For- 5 (6)

Against – 5

Abstain - 2

Proposal was passed on a chairman vote in favour of the motion.

Cllr A Friend left the meeting.

## **237.DRILL FIELD LEASE**

Members received written review from the working group of the proposed new lease.

- i. To agree terms all members of the working group are agreed upon

**RESOLVED** – To make an amendment to term 5 of the second schedule for clarity purposes and accept the recommendations of the working group.

Proposed – Cllr M Eddy

Seconded – Cllr M Simpson

For – 11

Against – 0

Abstain – 0

- ii. To decide on term 1.12 of the meaning of terms specifically the amount of annual increase in rent.

**RESOLVED** – To leave the increase at 2.5% annually as it currently is within the lease.

Proposed – Cllr D Richardson

Seconded – Cllr P Jull

For – 8

Against – 0

Abstain – 3

- iii. To decide on term 16 of the second schedule, dealing with permissions of advertising on Walmer Town Council land.

**RESOLVED** – To remove the term from the contract.

Proposed – Cllr P Jull

Seconded – Cllr D Richardson

For – 7

Against -4

Abstain – 0

- iv. To agree to send the updated lease to the solicitor for checking of legality and comments before sending to the Rugby Club.

**RESOLVED** – To agree to send the contract to the solicitor.

Proposed – Cllr J Murray

Seconded – Cllr L Ludwig

For – 10

Against -1

Abstain – 0

**238. DATE OF NEXT MEETING**

1<sup>st</sup> October 2025.

The meeting closed at 22.05

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