



WALMER TOWN COUNCIL

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

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DRAFT Minutes of the Events Committee held on Wednesday 20th August 2025 at No. 62 The Strand, Walmer at 5.30pm.

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

Officer Present: Lynne Simmons, Events Officer.

194. APOLOGIES FOR ABSENCE.

Cllr Simpson offered apologies which were accepted.

195. DECLARATIONS OF INTEREST.

No interests were declared.

196. OPENNESS AND TRANSPARENCY.

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

197. MINUTES OF THE PREVIOUS MEETING.

Members considered the minutes of the meeting held on Wednesday 23rd July 2025.

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

Proposed by Cllr Friend

Seconded by Cllr Richardson

For 4 Against 0 Abstain 0

198. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA.

None.

199. EVENTS BUDGET.

Members received the Events Budget for 2025/26.

The officer requested approval to charge the events budget for the minor spend incurred for new car park signage, £20 for new wooden posts and £15.99 for MDF sheets.

RESOLVED. Members approved the spend to be charged to the Brocante Budget.

Proposed by Cllr Friend

Seconded by Cllr Grist

For 4 Against 0 Abstain 0

Members discussed the existing budget of £50 allowed for the provision of food and drink for volunteers, noting that the current budget of £50 has been kept to previous levels.

RESOLVED – Members agreed to increase the budget to £100 to allow the handout of hot drink vouchers for volunteers and staff undertaking significant marshaling duties during the event.

The officer was actioned to create new hot drink vouchers for distribution on the day.

Proposed by Cllr Friend

Seconded by Cllr Grist

For 4 Against 0 Abstain 0

200. EVENT PLANNING BROCANTE 2025.

- i. Members received a verbal update from the officer on all final preparations made for the event.

Members discussed the request from St Saviour's Church to display A boards on Walmer Green advertising their Summer Fair & food/drink offer.

RESOLVED. Members agreed that A boards could be positioned in front of the RNLI fountain/planter for the day.

Proposed by Cllr Richardson

Seconded by Cllr Ludwig

For 4 Against 0 Abstain 0

- ii. Members reviewed the final site plan, parking and signage proposals.

The officer was actioned to:

- Create two additional no-entry signs for attaching to the white fencing adjacent to the Cambridge Road exit from the green.
- To contact Roy Stone to request no parking cones to be placed externally on both sides of the car park exit along The Beach.
- To organise an early am car park briefing on site.

As part of the briefing to all involved in the car park rota, Cllr Richardson offered to set out the plan for the directional parking of all cars and to manage this key element of the activity for the early morning arrivals.

NOTED.

- iii. Members reviewed the response received from AJ Gallagher regarding insurance cover.

NOTED.

- iv. Members reviewed the proposed rota for staff and volunteers.

Cllr Richardson offered to oversee the proposed approach for the parking of all cars on the parking sections of the green which was accepted by all members.

Cllr Grist, Cllr Richardson and Cllr Friend volunteered to support with pitch marking on Friday 22nd August 25 from 1pm to 3pm on Walmer Green. The clerk was actioned to telephone Cllr Simpson to check on his availability for this task.

NOTED.

201. FUTURE/OTHER EVENTS 2025

- i. The DDC Armed Forces Day event for 2026 was not discussed and will be carried forward to the next meeting on Thursday 16th October 25.

- ii. Cllr Grist put forward some ideas for a Sea Shanty Festival which were discussed by members.

202. DATE OF NEXT MEETING

Thursday 16th October at 5.30pm.

The Chairman closed the meeting at 19.00pm.

Signed

Date