**WALMER TOWN COUNCIL**
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**Minutes of the Meeting of Walmer Town Council held on Wednesday September 2nd 2026 – 7.30 pm at Walmer Parish Hall, Dover Road, Walmer.**

**Present Councillors:** Cllr T Bond (Chairman), Cllr A Friend, Cllr M Eddy, Cllr D Richardson, Cllr R Blackwell, Cllr S Waite-Gleave, Cllr P Findley, Cllr T Grist, and Cllr P Jull.

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

## 204. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs K Lee, M Simpson, P Ludwig, L Ludwig, E Crockford and J Murray.

## 205. DECLARATIONS OF INTEREST

No declarations were made.

## 206. OPENNESS AND TRANSPARENCY

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

## 207. CHAIRMAN'S REPORT

Cllr Bond reported:
That he had attended the VJ Day and Burma Star memorial.
He had also attended a meeting on the public toilets along with the Clerk details of which will be in the Clerks report.
That the council wished to thank Councillors and Volunteers who help on the day to make the Brocante such as successful event, special thanks went to the office staff who worked all day and without which there would be no event.
That there had been some complaints from residents on Station Road in relation to a new business these had been referred to the relevant authorities who offered advice to the business.

## 208. MINUTES

Members received the minutes of the Council meeting held on Wednesday, July 1st 2026.
**RESOLVED:** To approve the minutes and ask the chairman to sign these.
Proposed by Cllr A Friend
Seconded by Cllr M Eddy
For 9 Against 0 Abstain 0

## 209. REPORT ON ACTIONS FROM THE LAST MEETING

The Clerk provided an update that the Kent Fire and Rescue Authority had met in August and the proposal to close the on-call section at Deal Fire Station had not been agreed. Therefore, as there is no proposal to close any Fire Stations currently the consultation is not going ahead.

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

No members of the public, DDC or KCC were present. Cllr C Vinson offered apologies.

## 211. CRIME AND ANTI-SOCIAL BEHAVIOUR REPORTS

Members received a verbal report from the Clerk from the Kent Police Walmer Newsletter:

- Community engagement events will be taking place in Deal/Walmer on 4th and 8th Sept at the Deal Family hub, 9th Sept at Royal Marines Association and 25th Sept at the Landmark Centre.
- Two people have been arrested in connection with the arson in St Margarets.
- One person has been arrested in connection to break ins within the area.
- Two arrests were made after 3kg of class A drugs were seized.
- Continuing fraud bank and Police impersonation scams

## 212. COMMITTEE REPORTS AND MINUTES

i. To receive any reports and any agreed minutes as follows:

a. Amenities & Environment – No minutes to receive.
b. Finance & General Purposes – minutes from the 30th April 2026.
c. Walmer in Bloom – minutes from 26th May and 23rd June 2026.
d. Events Committee – Minutes from 17th June and 22nd July 2026.
e. Planning Committee – Minutes from 9th June and 7th July 2026.
f. Climate Emergency Working Group – Minutes from 28th May 2026.

**RESOLVED** – To accept the minutes of the committees.
Proposed by Cllr A Friend
Seconded by Cllr M Eddy
For 9 Against 0 Abstain 0

ii. To receive any comments about the draft minutes of meetings taken place since the last council meeting.

a. Finance & General Purposes – minutes from the 29th July 2026.
b. Walmer in Bloom – minutes from 28th July 2026.
c. Events Committee – Minutes from 19th August 2026.
d. Planning Committee – Minutes from 4th August 2026.
e. Climate Emergency Working Group – Minutes from 2nd July 2026.

**RESOLVED** – To note.
Proposed by Cllr M Eddy
Seconded by Cllr A Friend
For 9 Against 0 Abstain 0

## 213. REPORT OF THE CLERK

The Clerk reported:

i. The Drill Field lease is still with the Rugby Club, and we are awaiting a response from the Club.
ii. Sound bath event at Walmer Peace Garden was cancelled due to weather.
iii. The Walmer in Bloom presentation took place in August.
iv. He attended a KALC session on asset transfers looking at how asset transfers are managed and what the Town Council needs to be ready.
v. He met with DDC about the public toilets and potential for asset transfer. The clear message was that DDC were looking to transfer the facilities to Town/Parish Councils that wished to take them on, there are no plans to close any public toilets. Should there be any change in plans before any decisions were reached DDC would contact Town/Parish Councils about taking over the assets.

## 214. FINANCIAL REPORT

i. Monthly bank balances.

Bank Balances as at 26/08/26

| | |
|---|---|
| Charity Bank | £104,485.29 |
| Redwood bank | £104,000.41 |
| Unity Trust current | £42,824.17 |
| Unity Trust Deposit | £272,057.85 |
| **Total** | **£523,367.72** |

**RESOLVED** – Members agreed to note the bank balances.
Proposed by Cllr P Jull
Seconded by Cllr A Friend
For 9 Against 0 Abstain 0

ii. Committee Budgets

Committee budget vs spend 2026/27 as at 31/07/26

| Committee | Budget | Spend | notes |
|---|---|---|---|
| Amenities and Environment | £28,000.00 | £ 4,398.00 | includes CEWG |
| Events | £16,500.00 | £ 3,173.93 | |
| Finance and General purposes | £ - | | |
| Human Resources | £ - | | |
| Planning | £ - | | |
| Walmer in Bloom | £26,800.00 | £ 6,353.53 | includes Hawkshill and Peace Garden |

**RESOLVED** – Members agreed to note the committee budget positions.
Proposed by Cllr M Eddy
Seconded by Cllr A Friend
For 9 Against 0 Abstain 0

iii. Monthly Finance report

Members received the monthly finance reports for June and July

Financial update for month of June 2026

Balance at start of month £562,517.76

| Payments | | | | Receipts | | | |
|---|---|---|---|---|---|---|---|
| **Who** | **For** | **Amount** | **Budget Header** | **Who** | **For** | **Amount** | **Budget Header** |
| Apex Clean Ltd | Office Cleaning | £160.00 | Running Costs-No 62 | Unity Bank | Credit Interest | £1,523.88 | Interest-Unity Deposit |
| British Gas | Utilities | £91.34 | Running Costs-No 62 | Stall Holders | Children's Festival | £150.00 | Children's Festival |
| Dave Halpin | Window Cleaning | £12.00 | Running Costs-No 62 | Allotment Holders | Rent and Deposit | £164.29 | Allotments |
| Mr Lionel Robbins | Audit | £280.00 | Audit Fees | | | | |
| SWCAA | Allotment Insurance | £5.00 | Allotments-Utilities | | | | |
| Radio Solutions | Event Radios | £223.99 | Events-General Events | | | | |
| Business Stream | Utilities | £45.19 | Running Costs-No 62 | | | | |
| DWKRA | Grant | £600.00 | General Grants | | | | |
| Mitec | Telecoms | £150.29 | Running Costs-No 62 | | | | |
| Décor | Paint for Planters | £89.98 | Projects and Activities-Walmer In Bloom | | | | |
| Easily | Webhosting | £15.96 | Professional and Legal-IT | | | | |
| TGJones | Vouchers for WIB | £150.00 | Projects and Activities-Walmer In Bloom | | | | |
| Drinking Fountain Solutions | Water filler station | £440.40 | Climate Emergency-Water Refill Stations | | | | |
| Coastal Motors | Repairs | £130.00 | Land Management-York and Albany Close | | | | |
| Pollunit | Voting Website | £78.17 | Projects and Activities-Walmer In Bloom | | | | |
| Tower Leaflet Distribution | WIB Leaflets | £700.00 | Projects and Activities-Walmer In Bloom | | | | |
| Walmer Parish Churches | Meeting Room Hire | £41.25 | Admin-Meeting Room Hire | | | | |
| Circus Skills Workshop | Children's Festival | £516.00 | Events-Children's Festival | | | | |
| Lloyds Bank | Bank Charges | £3.00 | Admin-Bank Charges | | | | |
| HMRC (PAYE/NI) | Tax and NI | £1,935.78 | Salaries and Staff Costs-PAYE and NI | | | | |
| Rich Rhythms | Children's Festival | £195.00 | Events-Children's Festival | | | | |
| The Engraving Room | Hawkshill Plaques | £71.82 | Hawkshill-Hawkshill Management Plan | | | | |
| Unity Bank | Bank Charges | £11.50 | Admin-Bank Charges | | | | |
| Staff | Salaries | £5,796.82 | Salaries and Staff Costs-Salaries and Pensions | | | | |
| KCC LGPS | Pensions | £1,855.49 | Salaries and Staff Costs-Salaries and Pensions | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Total | | £13,598.98 | | Total | | £1,838.17 | |

| | | | |
|---|---|---|---|
| Balance at end of month | £550,756.95 | | |
| This month spend | -£11,760.81 | Last year | £12,606.98 |
| % of yrs precept for month | 4.52% | % of precept for month | 4.82% |
| Total net spend YTD | -£40,289.69 | Total spent LYTD | £4,752.68 |
| % of precept YTD | 15.50% | % of precept LYTD | 1.82% |

| Financial update for month of July 2026 | | | | | | | |
|---|---|---|---|---|---|---|---|
| Balance at start of month | £550,756.95 | | | | | | |
| | | | | | | | |
| **Payments** | | | | **Receipts** | | | |
| **Who** | **For** | **Amount** | **Budget Header** | **Who** | **For** | **Amount** | **Budget Header** |
| Amazon UK | Tent Pegs for Gazebo | £14.65 | Events General | Event Vendors | Brocante | £150.00 | Brocante Income |
| Apex Clean Ltd | Office Cleaning | £160.00 | Running Costs-No 62 | Event Vendors | Children's Festival | £100.00 | Children's Festival |
| Bounty Pest Control | Removal of Wasp Nest | £116.00 | York and Albany Close | Allotment Holder | Deposit and Rent for Allotment Plot | £150.43 | Allotments |
| British Gas | Utility Bills | £111.95 | Running Costs-No 62 | | | | |
| Castles Secure Shredding | Shredding of documents | £37.00 | Running Costs-No 62 | | | | |
| Changshashiqiandianzishangwuyouxiangongsi | Acrylic Pens for Children's Festival | £30.48 | Children's Festival | | | | |
| Chapman Landscape and Garden Contractors | Watering of WIB baskets | £1,064.00 | Walmer In Bloom | | | | |
| Dave Halpin | Window Cleaning | £24.00 | Running Costs-No 62 | | | | |
| Deal Parochial School | Donation for WIB Poster Competition | £50.00 | Walmer In Bloom | | | | |
| Dover District Council | Hire of Walmer Green for Children's Festival, hire of large bins for Children's Festival, Legal Fees for Outdoor Gym | £1,092.43 | Children's Festival, Outdoor Gym | | | | |
| Staff | Salaries | £5,913.22 | Salaries and Staff Costs | | | | |
| Hambli Ltd | World Cup Bunting for Children's Festival | £22.31 | Children's Festival | | | | |
| HFE Signs | Signs for Events | £101.38 | Events General | | | | |
| HMRC (PAYE/NI) | Tax and National Insurance | £1,992.83 | Salaries and Staff Costs | | | | |
| Hooga Health and Wellbeing | Events at Walmer Peace Garden | £215.00 | York and Albany Close | | | | |
| Information Commisioners Office | Subscription Renewal | £47.00 | Subscriptions | | | | |
| Junk Orchestra | Payment for Children's Festival | £924.00 | Children's Festival | | | | |
| Kent Copier Services | Photocopier | £184.31 | General Office Costs | | | | |
| Kent County Council Local Government Pension Scheme | Pension Payments | £1,898.64 | Salaries and Staff Costs | | | | |
| Lloyds Bank | Bank Charges | £3.00 | Bank Charges | | | | |
| Look and Design By Jasmine Rosser | Payment for Children's Festival | £225.00 | Children's Festival | | | | |
| Meta Platforms Ireland Ltd | Advertising boosts for WIB and Events | £21.00 | Walmer In Bloom, Childrens Festival | | | | |
| Mitec | Telecoms | £154.99 | General Office Costs | | | | |
| Allotment Holders | Refunds | £295.86 | Allotments | | | | |
| Peter St Ange | Donation and food payments | £241.40 | Children's Festival | | | | |
| PulseAid Euro Ltd | Medical for Events | £246.91 | Children's Festival | | | | |
| Red Dog Garden Services | Removal of planter and bush on Walmer Beach | £367.00 | Walmer In Bloom | | | | |
| Refurb Direct Ltd | Air Cooling Unit | £79.99 | General Office Costs | | | | |
| Repark Ltd | Felt Tip Pens for Children's Festival | £9.98 | Children's Festival | | | | |
| RG Williams | Repair of tap at Allotments | £79.20 | Allotments | | | | |
| Secprint Ltd | Wristbands for events | £75.00 | Events General | | | | |
| Sim Distributors LTD | Ballpoint Pens for Events | £4.99 | Events General | | | | |
| SWCAA | Insurance for Allotment Holders | £10.00 | Allotments | | | | |
| The Beacon Primary School | Donation for WIB Poster Competition | £50.00 | Walmer In Bloom | | | | |
| The Downs CofE Primary School | Donation for WIB Poster Competition | £50.00 | Walmer In Bloom | | | | |
| The Sign Lady Ltd | Sign bracket for Hawkshill | £32.68 | Hawkshill | | | | |
| Tool Shack | Repairs to Hawkshill equipment | £120.00 | Hawkshill | | | | |
| Unity Bank | Bank Charges | £10.75 | Bank Charges | | | | |
| Vaughtons | New Badge of office | £1,017.60 | Chairman's Civic Function | | | | |
| Viking | Stationary | £209.96 | General Office Costs | | | | |
| Welsford Garden Machinery Parts | Petrol for hedgecutters | £35.00 | Hawkshill | | | | |
| Young's Nurseries | WIB basket plants | £1,323.84 | Walmer In Bloom | | | | |
| Your Parking Sign | Signs for Hawkshill | £345.07 | Hawkshill | | | | |
| Total | | £19,008.42 | | Total | | £400.43 | |
| | | | | | | | |
| Balance at end of month | £532,148.96 | | | | | | |
| | | | | | | | |
| This month spend | -£18,607.99 | | | Last year | £16,517.53 | | |
| % of yrs precept for month | 7.16% | | | % of precept for month | 6.32% | | |
| Total net spend YTD | -£47,136.87 | | | Total spent LYTD | £8,663.23 | | |
| % of precept YTD | 18.13% | | | % of precept LYTD | 3.32% | | |

iv. To agree to pay KOMPAN invoice of £121,262.46+VAT

**RESOLVED** – Members agreed to note the monthly finance reports for June and July and agree payment of invoice to KOMPAN

Proposed by Cllr M Eddy

Seconded by Cllr A Friend

For 9 Against 0 Abstain 0

## 215. GRANTS

Members received recommendations from the Finance and General Purposes committee on grant applications made.

i. Walmer Parish Churches

Members received an application for £500 toward a new floor for the Parish Hall

**RESOLVED** – Members agreed to award the grant.

Proposed by Cllr A Friend

Seconded by Cllr M Eddy

For 9 Against 0 Abstain 0

ii. Tang Soo Do

Members receive a recommendation to award a grant of £500 to Tang Soo Do martial arts club for training equipment.

**RESOLVED** – Members agreed to award the grant.

Proposed by Cllr A Friend

Seconded by Cllr P Jull

For 6 Against 0 Abstain 3

## 216. OUTDOOR GYM

Members received a verbal report from the Clerk on the progress of the Outdoor Gym. The concrete pad is now in place, and on the 3rd September installation of the equipment will start. The following week weather permitting the wet pour will be laid. Inspections will then take place before the gym is handed over to Walmer Town Council. Following this a low-key opening ceremony will take place and a number of induction sessions will be held.

## 217. RECOMMENDATIONS OF THE INTERNAL AUDITOR

Members received written report from the Clerk on the recommendations made by the internal auditor that the Finance and General purposes committee had reviewed. The final recommendations from the Finance and General purposes in changes to the Financial Regulations were put to members of the Council.

**RESOLVED** – To amend the financial regulations as below.

3.9 Internal or external auditors may not under any circumstances:

- perform any operational duties for the Council
- initiate or approve accounting transactions
- **Provide financial, legal or other advice including in relation to any future transactions, other than appropriate in principle advice to the council, with regard to enhancing the good governance and efficiency from the internal auditor**
- direct the activities of any Council employee, except to the extent that such employees have been appropriately assigned to assist the internal auditor.

Proposed by Cllr M Eddy

Seconded by Cllr A Friend

For 9 Against 0 Abstain 0

5.9 Where the value is between **£1000** and £10,000 excluding VAT, the Clerk will try to obtain 3 estimates.

Proposed by Cllr P Jull

Seconded by Cllr D Richardson

For 9 Against 0 Abstain 0

## 218. COMMUNITY RESILIENECE PLAN

Members received a written report detailing the work carried out by the working party in creating a Community Resilience Plan. To date members have identified the risks and actions that can be taken during various emergencies. Members have been working with KCC and DDC to ensure that the WTC plan works alongside the other authorities plans. DDC are currently updating their plan which WTC will look to filter in to the final plan.

Members although not at the stage at this time of being able to appoint request delegated authority alongside the Clerk to appoint volunteers to the roles within the kent resilience forums model plan.

**RESOLVED** – To delegate responsibility to the Working Party and Clerk to appoint volunteers to the roles within the plan.

Proposed by Cllr S Waite-Gleave

Seconded by Cllr M Eddy

For 9 Against 0 Abstain 0

**219. DATE OF NEXT MEETING**

7th October 2026.

The meeting closed at 20.40

Signed: …… Date: ……