



WALMER TOWN COUNCIL

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

Tel: 01304 362363

Web site: www.walmercouncil.co.uk E-mail: clerk@walmercouncil.co.uk

Minutes of the Events Committee held on Wednesday 22nd July 2026 at No. 62 The Strand, Walmer at 5.30pm.

Present: Cllr Tony Grist, Cllr Diana Richardson, Cllr Louise Ludwig, Cllr Elinor Crockford and Cllr Adrian Friend.

Officers Present: Lynne Simmons – Deputy Clerk.

152. APOLOGIES FOR ABSENCE.

153. DECLARATIONS OF INTEREST.

No interests were declared.

154. OPENNESS AND TRANSPARENCY.

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

155. MINUTES OF THE PREVIOUS MEETING.

Members considered the minutes of the meeting held on Wednesday 17th June 2026.

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

Proposed by: Cllr Friend

Seconded by: Cllr Richardson.

For 5 Against 0 Abstain 0

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

None.

157. EVENTS BUDGET.

Members received the Events Budget for 2026/27.

NOTED.

158. CHILDREN'S FESTIVAL 2026.

i. Post Event Review.

Members received a report from the officer setting out a sample of the positive feedback received after the event. No negative feedback had been received, either by the office or by Councillors. Cllr Friend observed that he had received several positive comments from families leaving the car park on the day.

Members discussed several aspects of the event including post-event promotion, the range of activities offered, layout considerations, children's wristbands, and the positive impact of the community sports clubs at the festival this year.

During the discussion Cllr Friend left the meeting at 5.55pm and Cllr Crockford left at 6.15pm.

RESOLVED. Members agreed that the actions below should be taken in preparation for the 2027 event.

Proposed by: Cllr Richardson

Seconded by: Cllr Ludwig

For: 3 Against 0 Abstain 0

- To rope off additional spaces at the festival, ideally to protect the area from footfall where the RNLI team run activities with wet sponges, as well as the space in which the Martial Arts team perform.
- To investigate ways of ensuring the festival can be completely self-sufficient for all activities offered.
- To ensure that the final version of the post event press release is new and original each year. The press release should be written by the Deputy Clerk and approved before release by either the Events Committee Chairman or the Deputy Chairman.

Members also discussed the possibility of purchasing a larger weather resistant A board for displaying Walmer Council initiatives at events. The officer was actioned to investigate possible options and put forward some suggestions for discussion at the next Events meeting.

NOTED.

Members also wished to note and send their thanks to Chris Mansfield who took such wonderful photos at the event and posted them online for the local community to access.

- ii. Date for Children's Festival 2027.

RESOLVED. Members agreed that Saturday 3rd July 2027 will be the date for the 2027 event and asked the officer to book Walmer Green with Dover District Council.

Proposed by: Cllr Grist

Seconded by: Cllr Richardson

For: 3 Against 0 Abstain 0

- iii. Members discussed how the many activities offered in 2026 worked very well at the event and agreed that all organisations should be contacted for 2027. The officer was actioned to contact all commercial organisations who attended in 2026 to request quotes for the 2027 event. The officer was also asked to contact all other organisations who attended in 2026 with an invitation/" Save The Date" request for 2027.

NOTED.

Members also agreed that the officer should prepare an editorial press release for submission to the Community Ad in January 2027 which can be used to not only generate community interest in the 2027 event, but could also include a wider invitation to other local community organisations who may like to talk to the office about their involvement in 2027.

RESOLVED.

Proposed by: Cllr Ludwig

Seconded by: Cllr Grist

For 3 Against 0 Abstain 0

159. BROCANTE 2026.

- i. The officer updated members on the one charity pitch which remains unsold, the numbers on the waiting list for pitches and confirmed that the email link from DDC relating to the permits required by charities, has been forwarded to all three charities who have booked a pitch for the event.

The officer also confirmed that we have not yet received (despite follow up) the requested explanation from DDC regarding the determination of the charges to be applied for the Street Trading Consent, to ensure this meets the criteria as set out within the Fees section of the published guidance notes.

NOTED.

RESOLVED. Members agreed to convert the remaining charity pitch to a standard pitch so that it can be offered to the first person on our waiting list.

Proposed by: Cllr Grist

Seconded by: Cllr Ludwig

For 3 Against 0 Abstain 0

The officer reported that some of the in-house made signage used for 2025 had become unusable for 2026 due to mould and proposed a move to purchase similar boards which have been used successfully by the WIB campaign for the past two years. A quote from HfE Signs had been obtained for the purchase of 10 x A3 correx 6mm boards for a total of £84.48 inc delivery. The officer reported that a small number of posts would also be required to be purchased from Hutchings locally.

RESOLVED. Members agreed to place an order with HfE Signs for £84.48 and agreed that an overall total of up to £100 should be delegated to the officer and Chairman to cover the purchase of both boards and posts.

Proposed by: Cllr Grist

Seconded by: Cllr Richardson

For 3 Against 0 Abstain 0

The officer provided an update on all catering vendors now confirmed for the event. Members asked the officer to send a covering email where necessary to set deadlines for both pitch payments and paperwork to be received well in advance of the event, to ensure that pitches booked will not be withdrawn.

NOTED.

Members discussed the options for marking the pitches and how challenging the ground will be this year to mark/spray effectively given the recent weather. Two options for spray paints were discussed at length with two different colours (red and blue) being the most practical options to cope more effectively with the difficulties presented for the current year. Members also requested a more robust / accurate method of marking out the pitches for this year ie to find an alternative solution to the current rope and pegs used. Cllr Ludwig kindly offered to make an initial approach to a local carpenter to explore this further.

RESOLVED. Members agreed to purchase the eco-friendlier option of water-based spray paint presented by the officer but expressed a desire to re-visit this process as part of the post event review.

Proposed by: Cllr Ludwig

Seconded by: Cllr Grist

For 3 Against 0 Abstain 0

- ii. Members reviewed the site plan and the car park management plan which the officer will update accordingly.
NOTED.
- iii. Members reviewed the feedback received from DDC/ESAG.
NOTED.
- iv. Members reviewed the stallholder paperwork to be issued. The officer was asked to make an update to the instructions before sending, to include a statement to make clear that all cars will only be permitted to turn left to exit the site along the Strand, after the event closes.
NOTED.
- v. Volunteers for the event will be confirmed at the next events meeting. The officer was asked to finalise a list of volunteers /roles on the day using email where necessary.

160. FUTURE/OTHER EVENTS 2026.

- i. Outdoor Gym Update.
The compound licence has now been issued by DDC and is awaiting completion between DDC and Kompan. A more detailed update on the revised installation timeline will be provided at the next events meeting.

Members discussed suggestions received from colleagues regarding plans for an opening ceremony for the gym.

RESOLVED. Members agreed to continue with the plans previously agreed by the Events committee.

Proposed by: Cllr Ludwig

Seconded by: Cllr Richardson

For 3 Against 0 Abstain 0

161. DATE OF NEXT MEETING

Wednesday 19th August 2026 @ 5.30pm.

The Chairman closed the meeting at 19.10pm.

Signed

Date