

**WALMER PARISH COUNCIL
ANNUAL PARISH MEETING**

**WEDNESDAY 16 MAY 2018 AT 7 PM
PARISH OFFICE, 8 THE STRAND, WALMER**

Such persons only as are registered as local government electors for the Parish will be entitled to vote at the meeting, but the meeting will be open to the public during the proceedings unless the Parish Meeting by resolution otherwise directs.

AGENDA

1. WELCOME
2. MINUTES OF THE MEETING HELD ON WEDNESDAY 24 MAY 2017 Attach 1
3. PRESENTATION ON SEA DEFENCE WORKS AT WALMER AND KINGSDOWN BY DDC'S CORPORATE ESTATE AND COASTAL ENGINEER
4. PRESENTATIONS TO GRANT RECIPIENTS
5. PRESENTATION OF KALC COMMUNITY AWARD TO FRED WILSON
6. FINANCE REPORT Attach 2,3,4
Statement of accounts for 2017/2018.
7. QUESTIONS FROM THE ELECTORATE & DISCUSSION WITH PARISH COUNCIL MEMBERS REGARDING ISSUES OF CONCERN UPON WHICH THE PARISH COUNCIL MAY ACT.
8. THE 100TH ANNIVERSARY OF THE OPENING OF WALMER AERODROME EVENT FILM TO BE SHOWN
9. MEETING CLOSES – REFRESHMENTS SERVED



**Councillor Mrs Sue Le Chevalier
Chairman, Walmer Parish Council
Tuesday, 8 May 2018**

WALMER PARISH COUNCIL

**Minutes of the Annual Parish Meeting of Walmer Parish Council held on Wednesday, 24 May 2017
at 8 The Strand, Walmer at 7.00 pm**

Present Councillors: P Heath (Chairman) J Murray C Grant D Murphy
Mrs M Beard-Gould Miss A Herring D Skinner B Pitcher
D Thompson Mrs M Ludwig Mrs M Johnson

Officer Present: Mrs K Holroyd

185. WELCOME

Cllr P Heath, Chairman Walmer Parish Council welcomed everyone to the meeting.

186. MINUTES OF THE MEETING HELD ON 25 MAY 2016

The minutes of the meeting held on Wednesday, 25 May 2016 were approved as a correct record and signed by the Chairman.

187. PRESENTATION ON THE LATER LIFE PROJECT BY HANNAH BATELY AND ELLIOTT ALLEN OF DDC

Elliott Allen and Hannah Bately of DDC also attended to give a presentation on the Later Life project which has grown out of an initial project to make Dover District Council dementia friendly. Fifteen members of staff have now been trained and as a result DDC is now the only local authority in Kent to have achieved "Working to be dementia friendly" status. Subsequently the focus of the project moved outwards to the District as a whole and training has been rolled out to twenty local businesses. A Later Life address book has been produced which details those companies where people with dementia can expect to be welcomed and to be better understood.

188. PRESENTATIONS TO GRANT RECIPIENTS

Cllr P Heath congratulated those local organisations who had benefited from a Parish Council grant in the year 2016/17. The following groups were presented with a framed certificate and invited to talk about their projects.

- Deal Festival
- Deal and Betteshanger Rugby Club
- Walmer Cricket Club
- Deal Classic Car Show
- Deal Community Carnival Association
- The Royal Marines Trail
- Deal, Walmer & Kingsdown Amateur Rowing Club

189. CHAIRMAN'S REPORT AND COMMITTEE REPORTS

The Chairman gave a report on Walmer Parish Council's activities in 2016/17. Highlights have included the new kite flying festival and the two new projects to be discussed in detail by individual councillors. Other

services such as the management of public land, running the Brocante and Picnic on the Green, running the Walmer in Bloom campaign and consulting on more than 100 planning applications have continued whilst due to good financial management the precept was reduced once again. He reminded the public that the parish office is open from 9am until 3pm from Tuesday until Friday to assist residents with queries and that local residents are welcome to all the council's meetings. He also introduced the Council's newest member, Cllr Amy Herring.

Cllr C Grant, Chairman of Hawkshill Working Group was invited to report on the Hawkshill Management project, phase one of which is now complete. The area immediately adjacent to the car park in Liverpool road has been cleared of invasive undergrowth and this along with the pollarding of some 80 trees means that native plants and chalk loving species stand a greater chance of thriving in the area. A footpath has been installed through the area which takes walkers off the road and a new hedgerow protects the entire area.

The area will now be left for a year to allow plants to grow. After that time phase two (a similar plan in a more northerly section of the wooded area) can be implemented should Council and local residents be in favour. All works are carried out in accordance with the Management Plan.

Cllr P Heath wished to thank all Councillors and office staff for their hard work and dedication on Walmer's behalf.

190. FINANCE REPORT

Cllr Mrs Johnson, Chairman of the Finance and General Purposes Committee gave a report based on the Statement of Accounts for 2016/2017. She explained that the council held a reserve equivalent to 12 months expenditure for financial security and that the money was spread over six accounts with five different financial institutions to minimise risk. She also explained that a new current account has been set up with Uniq bank which will allow the Council to use electronic banking. All transactions will still need to be authorised by two signatories so security will not be compromised.

Councillors had elected to keep council tax down and so demanded a smaller precept for 2017/18 than in previous years. Any shortfall will be taken from the 2016/17 underspend. Council spending overall is due to rise by £6000 approximately due to the enrolment of staff in the Local Government Pension Scheme.

191. QUESTIONS FROM THE ELECTORATE & DISCUSSION WITH PARISH COUNCIL MEMBERS

Martin Dadd, KCC Community Warden covering Walmer, Deal and all the villages outlined some of his main responsibilities including community safety, assisting vulnerable older people and engaging with hard to reach young people. A large part of Mr Dadd's time is also spent informing people about bogus callers and scammers and working with Trading Standards to bring about prosecutions. Walmer is being targeted by rogue traders at present and Mr Dadd left leaflets and information at the Parish Office to help people avoid becoming victims of crime in their own home.

A resident of Upper Walmer asked whether there was any truth in the rumour that Walmer Pharmacy was to be destroyed to make way for a better junction at Station Road. Cllr Heath replied he had not heard anything along these lines but would make enquiries. Another resident enquired as to the opinion of the Council on the proposed new development at Upper Walmer. Cllr Grant as Chairman of the Planning Committee explained that the application documents had only just been received at the office and divided up between committee members for each to read and report back on. Councillors would not pre-determine the outcome of a meeting which had not yet taken place. The plans were due for open discussion at the meeting on June 6 and members of the public were invited along to have their say. He explained that the plans were also

freely available on DDC's web-site and anyone could log a comment.

The meeting closed at 8.15pm

Signed:Date:

Attach 2

Walmer Parish Council
STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
Balance at Bank	272,006.56	
11 Salaries, procesing charge		46,625.99
21 General and Office costs	26.96	13,021.17
22 Subscriptions and Training		2,423.00
23 Insurance		905.48
24 Chair/ Cllrs allowances		6,096.40
25 Cllrs travel expenses	46.80	451.16
31 Audit Fees		1,063.00
51 Newsletter Fees		1,744.29
71 Campbell Road	2,277.00	3,401.09
81 Hawkshill		2,723.12
82 Drill Field	775.62	191.58
83 York and Albany Close		987.45
84 Tree Safety Works		800.00
92 Walmer in Bloom	500.00	4,128.20
93 A&E Committee		399.47
94 Four Toilets and Paddling Pool		36,630.47
101 General Grants		1,911.33
111 Contingency		828.50
112 From reserves for WIB Planters		3,600.00
121 Precept Payment	243,384.88	
131 interest payments	1,876.64	
151 Summer Picnic	330.00	2,705.95
152 Spring Brocante	5,571.65	1,577.08
council tax grant	1,553.12	
153 Kite Flying	175.00	742.50
Hawkshill management plan		1,050.00
WW1 event		9,053.26
KCC Volunteer support warden		652.08
HR		325.00
IT		828.10
VAT	4,275.06	5,477.24
Total payments	260,792.73	150,342.91
Closing Balances:		
Long term investment with Lloyds		75005.20
Balances in Bank Account		307,451.18
TOTAL	532,799.29	532,799.29

Walmer Parish Council

	Bank Reconciliation at 31/03/2018		
	Cash in Hand 01/04/2017		272,006.56
	ADD		
	Receipts 01/04/2017 - 31/03/2018		260,792.73
			532,799.29
	SUBTRACT		
	Payments 01/04/2017 - 31/03/2018		225,348.11
A	Cash in Hand 31/03/2018 (per Cash Book)		307,451.18
	Cash in hand per Bank Statements		
	Cash 31/03/2018	0.00	
	Natwest Current Account 31/03/2018	7,082.01	
	Lloyds TSB 31/03/2018	0.00	
	Co-operative Bank 31/03/2018	74,850.10	
	Natwest SIBA 31/03/2018	20,846.50	
	HSBC Bond 31/03/2018	75,025.91	
	Unity Bank 31/03/2018	130,570.59	
			308,375.11
	Less unrepresented cheques As attached		984.93
			307,390.18
	Plus unrepresented receipts As attached		61.00
B	Adjusted Bank Balance		307,451.18
	A = B Checks out OK		

**WALMER PARISH COUNCIL
BUDGET (ex VAT) April 2018**

INCOME	Budget 2017/18	Budget 2018/19
Precept	121693	121692
Bank Interest	900	1500
Allotments Rental	1500	1540
Events	6900	7500
Other Income/Grants	991	1160
TOTAL INCOME	131984	133392
EXPENDITURE		
Wages, PAYE, NI	44,000	46000
General Administration	22695	22480
Finance & Audit Fees	1200	1200
Election Expenses	0	0
Print/Publicity/Advertising	1800	1800
Grants & Donations	4000	4000
Events	6000	7000
Legal & Professional Fees	2000	2000
Allotments	1000	1000
Land Management (Hawkshill, Drill Field, York & Albany, Trees)	8210	8400
Projects & Activities (Walmer in Bloom, A&E Committee, Toilets and Paddling pool)	46700	47285
Contingency/Unallocated	0	0
Transfer to Earmarked Reserves	0	0
TOTAL EXPENDITURE	137605	141165

The full budget for 2018/19 is available for inspection at the Parish Office, as are the accounts for 2016/17 which have been fully approved and certified by the Council's External Auditor PKF Littlejohn LLP. The 2017/18 accounts have recently been submitted for external audit and are available for inspection at the Parish Office.

Earmarked reserves @ 1 April 2018

Drill Field hard play area resurfacing	£15,000
Dover Road Tree Planting	£ 2,697
Building Reserve Fund	£78,000
Elections Fund	£9,413
Allotments Fund	£2,900
Environment Project	£1,135
Hawkshill Management plan	£17,825
Quadrennial tree survey and works	£3,000
Office fund	£4,449
Historic Village panels	£1,601
Hawkshill shed	£2,381