Town Council Offices
Maison Dieu House
Biggin Street
Dover
CT16 1DW

DATE OF ISSUE:
11th February 2016

DOVER TOWN COUNCIL

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the CIVIC & SPECIAL PROJECTS COMMITTEE will be held at the Town Council Offices on Tuesday 16th February 2016 at 6.00pm when the business shown on the agenda below will be transacted.

Any member of the public who requires further information, wishes to make representations to the Committee, or has any special requirements in respect of this meeting please contact Tracey Hubbard, Customer Events Team Leader, on 01304 242625.

Allison Burton
TOWN CLERK

The Press and Public are welcome to attend.

AGENDA

1. **APOLOGIES FOR ABSENCE**

   To receive any apologies for absence. Prior to a meeting Councillors' apologies, with a reason for absence from that meeting, should be submitted to the clerk of the Committee.

2. **DECLARATIONS OF INTEREST**

   To receive any declarations of disclosable pecuniary and/or other interests as required by law. *(Guidance for Councillors concerning disclosable pecuniary and/or other interests is attached for your information).*

3. **MINUTES**

   To receive and approve the Minutes of the Civic & Special Projects Committee meeting held on 6th October 2015 (copy attached).

4. **PROGRESS SHEETS**

   To consider the outstanding resolutions made by the Civic & Special Projects Committee 2015/16 (copy attached).

5. **BUDGET**

To consider the latest out-turn for the Committee's 2015/16 budget (copy attached).

6. **APPLICATIONS FOR FINANCIAL ASSISTANCE**

To consider the following application for financial assistance:

White Cliffs Ramblers Group.

(Grant application & evaluation form attached, supporting documentation available to view in the office).

(An application has been received from the Crusaders Cricket Club. It cannot be considered at this meeting due to insufficient information being received).

To consider the Chairman of the Committee's report dated the 5th January 2016 concerning financial assistance towards a Keen 2 Cook programme (copy to follow).

7. **DOVER - CALAIS FESTIVAL OF SPORT - 2016**

To consider the Chairman of the Committee's report dated 21st December 2015 concerning the Dover - Calais Festival of Sport for 2016 (copy attached).

8. **HM QUEEN'S 90TH BIRTHDAY CELEBRATIONS**

To consider the Chairman of the Committee's report dated 4th February 2016 concerning The Queen's 90th Birthday celebrations (copy attached).

9. **FUTURE PROVISION OF FESTIVE LIGHTS**

To consider the Chairman of the Committee's report dated 11th January 2016 concerning the future provision of Festive Lights (copy to follow).

10. **NEW LEISURE CENTRE IN DOVER DISTRICT**

To consider the Dover District Council's consultation on Realising the Vision for a New Leisure Centre in Dover District (copy attached).

11. **PENCESTER PAVILION USAGE**

To note the Chairman of the Committee's report dated 22nd December 2015 concerning Pencester Pavilion usage within 2015 (copy attached).

12. **CORY BAND**

To note the Chairman of the Committee's report dated 19th January 2016 concerning the Cory Brass Band (copy attached).

13. **INFORMATION ITEMS**

To note:

1) Letters of thanks dated 8th October 2015 & 11th November 2015, from the Royal British Legion, Dover White Cliffs Branch & the Dover Roman Painted House Trust (copies attached).

2) Evaluation Reports received 9th October 2015, 22nd October 2015 & the 11th December 2015 from the White Cliff Ramblers concerning the 2015 White Cliffs Walking Festival, the Dover & Deal Sea Cadets concerning the purchase of the new safety and rescue boat & the Dover Bowling Club concerning the purchase of the new kitchen units (copies attached).

3) Urgent Decisions No: 15/16 - 002 & Urgent Decision No: 15/16 - 004, dated 29th October 2015 & 4th January 2016 concerning funding for the Dover Roman Painted House Trust & the underwriting of costs for the Cory Band concert and Brass Master Class workshops for local teenagers (copies attached).

4) Feedback received 20 December 2015 from DAD concerning the Big Draw Event that took place October 2015 (copy attached).

14. DATE OF NEXT MEETING

The next meeting will be held on Tuesday 5th April 2016.

NOTE: A COPY OF THIS DOCUMENT IN LARGER TYPE MAY BE OBTAINED ON REQUEST FROM THE COUNCIL OFFICES, MAISON DIEU HOUSE, BIGGIN STREET, DOVER.

COPIES OF THE DOCUMENTS MENTIONED IN THIS AGENDA ARE AVAILABLE FOR INSPECTION FROM THE TOWN COUNCIL OFFICES – MONDAY TO FRIDAY – 9am to 5pm. COPIES MAY BE REQUESTED GIVING 1 WORKING DAYS NOTICE AND WILL BE CHARGED AT 10p PER COPY.

DECLARATIONS OF INTEREST

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest' explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and subject to any dispensations, withdraw from the meeting. Members should remember that a finding of a breach of the law with regard to DPI's carries a fine of up to £5,000 and a criminal record.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone they should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Notes:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representatives on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer etc would both probably constitute either an OSI or in some cases a DPI.

AGENDA ITEM 3

DOVER TOWN COUNCIL

Minutes of a meeting of the CIVIC AND SPECIAL PROJECTS COMMITTEE held in the Council Offices, Maison Dieu House, Biggin Street, Dover on Tuesday 6th October 2015 at 6pm.

PRESENT

Councillor P Brivio
Councillor L A Burke
Councillor G Cowan
Councillor J Lamoon
Councillor V L Philpott – Chairman
Councillor C Precious (Town Mayor)
Councillor G Wanstall
Councillor J Ward
Councillor M Wood – Vice-Chairman

163. APOLOGIES FOR ABSENCE

Apologies for absence received from Councillor S Dimmock (work commitments).

164. DECLARATIONS OF INTEREST

Members present made no declarations of disclosable pecuniary and / or any other interests as required by law.

165. MINUTES

The Committee considered the Minutes of the meeting of the Civic & Special Projects Committee held on 21st July 2015 and the Minutes of the Extraordinary Civic & Special Projects Committee held on 26th August 2015.

RESOLVED: a) That the Minutes of the meeting of the Civic & Special Projects Committee held on 21st July 2015 be approved as a correct record and signed by the Chairman;

b) That the Minutes of the Extraordinary meeting of the Civic & Special Projects Committee held on 26th August 2015 be approved as a correct record and signed by the Chairman.

Chairman

166. PROGRESS SHEETS

The Committee noted that there were no outstanding items concerning resolutions made by the Civic & Special Projects Committee 2015/16.

167. CHANGE ORDER OF BUSINESS

RESOLVED: That in accordance with Standing Order 7A (vi) the order of business be changed so that Agenda Item 7 be considered prior to Agenda Item 5.

168. MILITARY COVENANT - DOVER

The Committee received a presentation from Groundwork South concerning the Military Covenant in Dover.

169. BUDGET

The Committee noted the latest out-turn against the Committee's 2015/16 budget.

The Committee noted the Responsible Financial Officer's update concerning the St. Georges Day budget provision and spend.

170. APPLICATIONS FOR FINANCIAL ASSISTANCE

The Committee considered the following applications for financial assistance:

a) Dover Arts Development;
b) The Royal British Legion – Dover White Cliffs Branch.

The Committee considered the Chairman of the Committee's report dated 22nd September 2015 concerning the My Dover Porchlight Project.

RESOLVED: a) That the Committee make a grant of £975 to the Dover Arts Development. Funding to be allocated from the Events Facilitation provision in the Civic & Special Project Committee's 2015/16 budget;

b) That the Committee purchase the Standard & Accessories required for the Dover White Cliffs Branch of the Royal British Legion, to a maximum cost of £845. Costs to be allocated from the Events Facilitation provision in the Civic & Special Project Committee's 2015/16 budget;

c) That a maximum grant of £3,870 be awarded to the Dover Smart Project to deliver the My Dover Porchlight Project. Funding to be allocated from the Sports / Health Development Fund provision in the Civic & Special Project Committee's 2015/16 budget;

d) That all arrangements be delegated to the Proper Officer in consultation with the Chairman of the Committee.

171. PEOPLE OF DOVER AWARDS - 2016

The Committee considered the Chairman of the Committee's report dated 15th September 2015 concerning the People of Dover Awards for 2016.

RESOLVED: a) That the People of Dover Awards be run in 2016; Costs to be met from the People of Dover Awards provision in the Civic & Special Project Committee's 2016/17 budget;

b) That all arrangements be delegated to the Proper Officer in consultation with the Chairman of the Committee.

172. INFORMATION ITEMS

The Committee noted:

a) A letter of thanks dated 13th August 2015 from the Dover & Deal Sea Cadets;

b) Dover Transport Museum's letter of thanks, including feedback, dated 10th July 2015, relating to a grant awarded by the Committee;

c) The Town Clerk's oral report concerning the Dover Music Festival.

173. DATE OF NEXT MEETING

The next meeting will be held on 16th February 2016 at 6pm.

The meeting closed at 7.40pm

Councillor V L Philpott
CHAIRMAN

Chairman

DOVER TOWN COUNCIL MEETING PROGRESS SHEETS

2015/2016

* Unhighlight the Committee/Date once the resolutions have been put on (Just insert no of lines you need)							
DATE	CMTTEE	MIN no	RESOLUTION	ACTION / RESULT	TARGET COMPLETION DATE	COMP?	OFFICER CONTACT
06/10/2015	C&SP	171 A	That the People of Dover Awards be run in 2016; Costs to be met from the People of Dover Awards provision in the Civic & Special Project Committee's 2016/17 budget;		May-16		TH

AGENDA ITEM 4

Dover Town Council 31.3.2016

Detailed Income & Expenditure by Budget Heading 31/01/2016

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Civic and Special Projects								
110	Mayoral Costs							
4101	Mayoral Expense of Office	3,055	2,574	5,750	3,176		3,176	44.8 %
4102	Mayor's Hospitality	505	1,309	1,500	191		191	87.3 %
4103	Chaplain's Allowance	125	125	125	0		0	100.0 %
4104	Mayor Making	2,298	2,320	2,500	180		180	92.8 %
4105	Badges of Office	0	1,197	500	-697		-697	239.4 %
4112	Sergeant Officer/Travel	0	0	100	100		100	0.0 %
4113	Uniforms/Chauffeur	767	75	250	175		175	30.1 %
	Mayoral Costs :- Expenditure	**6,750**	**7,600**	**10,725**	**3,125**	**0**	**3,125**	**70.9 %**
	Net Expenditure over Income	**6,750**	**7,600**	**10,725**	**3,125**			
111	Mayoral Charity Fundraising							
4150	Mayor's Charitable events	682	811	0	-811		-811	0.0 %
	Mayoral Charity Fundraising :- Expenditure	**682**	**811**	**0**	**-811**	**0**	**-811**	
1113	Mayor's Charitable events	682	811	0	811			0.0 %
	Mayoral Charity Fundraising :- Income	**682**	**811**	**0**	**811**			
	Net Expenditure over Income	**0**	**0**	**0**	**0**			
301	Civic Functions							
4301	Remembrance Day	2,539	1,665	2,675	1,010		1,010	62.2 %
4302	Zeebrugge Raid	1,053	2,894	2,150	-744		-744	134.6 %
4304	Other Links/Functions	372	500	750	250		250	66.7 %
4305	Civic Hospitality	20	227	1,000	773	24	749	25.1 %
4307	People of Dover Awards	871	1,047	1,050	3		3	99.7 %
4308	Honorary Freemen	0	0	250	250		250	0.0 %
4309	Civic Twinning	546	0	700	700		700	0.0 %
	Civic Functions :- Expenditure	**5,400**	**6,333**	**8,575**	**2,242**	**24**	**2,218**	**74.1 %**
1050	Misc Income	5	0	0	0			0.0 %
	Civic Functions :- Income	**5**	**0**	**0**	**0**			
	Net Expenditure over Income	**5,395**	**6,333**	**8,575**	**2,242**			
302	Custodial Costs							
4310	Robes	120	1,696	500	-1,196		-1,196	339.1 %
4311	Insurance - Civic Regalia	2,000	2,000	2,000	0		0	100.0 %
4313	Repairs	2,522	0	500	500		500	0.0 %
	Custodial Costs :- Expenditure	**4,642**	**3,696**	**3,000**	**-696**	**0**	**-696**	**123.2 %**
	Net Expenditure over Income	**4,642**	**3,696**	**3,000**	**-696**			

Continued on Page No 2

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
303	Town Events							
4063	Events/Activities Facilitation	15,879	20,212	31,500	11,288	8,924	2,364	92.5 %
4303	Zeebrugge links	747	0	0	0		0	0.0 %
4412	Festival Lights	17,945	16,946	26,000	9,054	4,800	4,254	83.6 %
	Town Events :- Expenditure	**34,572**	**37,159**	**57,500**	**20,341**	**13,724**	**6,617**	**88.5 %**
1050	Misc Income	205	1,348	0	1,348			0.0 %
	Town Events :- Income	**205**	**1,348**	**0**	**1,348**			
	Net Expenditure over Income	**34,367**	**35,811**	**57,500**	**21,689**			
601	Special Projects							
4410	Western Heights (maint)	1,076	709	1,650	941		941	43.0 %
4420	Western Heights Development	15,490	0	0	0		0	0.0 %
4421	Sports/Health Development Fund	5,994	10,468	15,000	4,532	125	4,407	70.6 %
	Special Projects :- Expenditure	**22,560**	**11,178**	**16,650**	**5,472**	**125**	**5,347**	**67.9 %**
	Net Expenditure over Income	**22,560**	**11,178**	**16,650**	**5,472**			
	Civic and Special Projects :- Expenditure	**74,606**	**66,776**	**96,450**	**29,674**	**13,873**	**15,801**	**83.6 %**
	Income	**892**	**2,158**	**0**	**2,158**			**0.0 %**
	Net Expenditure over Income	**73,714**	**64,618**	**96,450**	**31,832**			

GRANT EVALUATION

NAME OF APPLICANT:	White Cliffs Ramblers Group		
DATE OF APPLICATION:	22nd December 2015		
AMOUNT APPLIED FOR:	£500	TOTAL VALUE OF PROJECT	£4,600
PROJECT NAME:	White Cliffs Walking Festival (2016)		
STATUTORY POWER FOR PAYMENT: (To be noted in minute if LGA 72 S137)	LG (MP)A 1976 S19 (1b)		
COUNCILS AIMS/OBJECTIVES RELATING TO THE PROJECT:	Under the Civic & Special Project Committee's Functions and delegated powers. The Committee is to support, promote Health and Wellbeing in Dover. Also includes Ambition Plan F1 & F2 – - Support providers of provision for children with mental health problems; - Support providers of provision for those with Alzheimer's.		
ALL SUPPORTING DOCUMENTATION RECEIVED:	YES		
SUPPORTING DOCUMENTATION NOT RECEIVED:	N/A		

OTHER COMMENTS:

- The Town Council has supported the White Cliffs Ramblers Group towards the 2014 & 2015 White Cliffs Walking Festival, with £500 of financial assistance being awarded each year from both the 2013/14 & 2015/16 budgets;
- This project would help to deliver the Civic & Special Project Committee's delegated powers to support health & wellbeing;
- The financial assistance requested of £500 is approximately a tenth of the overall project cost, good value for money;
- The Festival is to attract local people and visitors alike, of varied walking experience, to develop the love of walking for health, interest, enjoyment and social benefits and consequently promoting the area, the facilities, the attractions and its friendly communities;
- There are 37 adult members of the White Cliffs Ramblers Group at present, who reside in Dover Town, approximately 8.75% of the overall membership.
- This programme over 7 days from the 25th August 2016, will have a varied programme of walks, to suit different ages and abilities, centring on Dover and Deal, to develop the love of walking for health, interest, enjoyment, social benefits and will consequently promote the area, facilities, attractions & tourism;
- The walking festival in 2015 attracted 1095 walkers to 39 walks, an increase of 9%

from 2014, with 18% of the walkers coming from Dover Town; The 2016 festival will have 40 walks, a further one to that of 2015;

- Posters and other forms of publicity for the walking festival will be distributed to the 11 schools in the Town Wards, tourist venues, community centres, commercial outlets & outlets relating to health, along with advertisements in the local press;
- The group have available income of £3,500 towards this forthcoming festival. In order to obtain the balance of funds (£1,100) for this activity, the group have not only applied to Dover Town Council (£500) but also to Deal Town Council (£500), leaving the shortfall of £100 being obtained from donations. However, only the committed income through the group has been secured at present. The group are awaiting the decision from Deal Town Council;
- The group's public acknowledgement of the Town Council's assistance would be that the Town Council's logo would be printed on 7,000 leaflets/programmes, 300 posters (90 of which will be displayed on Stagecoach Buses), plus others on Community notice boards, acknowledgement on the White Cliffs Walking Festival's website, advertisements in local newspapers, radio interviews and any articles submitted to relevant magazines, along with the logo being printed on banners.

Recommendation:

- That the full grant request of £500 be given – it is approximately a tenth of the overall cost for project;
- That authorisation for payment of the grant be delegated to the Proper Officer, with any funds to be awarded from the Sports / Health Development provision in the Civic & Special Project Committee's 2015/16 budget.

OFFICER'S NAME:	Mrs Tracey Hubbard
OFFICER'S SIGNATURE:	
DATE:	4th January 2016

DOVER TOWN COUNCIL

Grant Application Form for grants over £250

A: APPLICATION SUMMARY

Name of organisation: White Cliffs Ramblers Group

Please note: If your application is successful, cheques will be made payable to the above.

Address of organisation:
4 Stiles Close, Folkestone, CT19 5TS
(Address of applicant on behalf of the White Cliffs Walking Festival)

Name of contact: John GRACE

Telephone: 01303 250230

Email: 499grace@gmail.com

Fax:

Address of contact (if different from above):

Reason for application – brief project/event description:
White Cliffs Walking Festival (2015)
The seven-day White Cliffs Walking Festival, centring on Dover and Deal, will be from 25th August to 31st August, 2016 – as a celebration of walking and its benefits. Through a varied programme of walks to suit different age, ability and interest groups, the purpose of the Festival is to attract local people and visitors alike, to develop the love of walking for health, interest, enjoyment and social benefits, and consequently promote the area, the facilities, the attractions and its friendly communities.

How much is requested from Dover Town Council? £500

Total project/event cost (if applicable): £4600

Declaration:

I hereby declare that I have the authority to submit this application on behalf of the organisation detailed above and that all information provided is true and accurate to the best of my knowledge. I agree to complete and return any forms relating to this application which are sent to me in the future:

John Grace

Signed: **Date: 22 December, 2015**

Name (Block capitals): John GRACE
Status (e.g. Chairperson, Secretary): WCWF Project Team – Fund Manager

Please note: The information provided on this application will be held on a database and used to provide information to officers and members of the Town Council.

B: THE ORGANISATION

Name and address of Chairperson and Secretary (or two board members/trustees):

Chairperson:

Name: Margaret LUBBOCK
Address: Keswick House
Barfrestone Road,
Eyethorne, CT15 4AH
Daytime Telephone No.: 01304 831011
Email:
Margaret.Lubbock@btopenworld.com

Secretary:

Name: Averil BRICE
Address: Alfriston
Mill Lane
Hawkinge, CT18 7BY
Daytime Telephone No.: 01303 892252
Email: averil@bricenet.co.uk

What is the main purpose of your organisation?:

The Ramblers is a charity whose goal is to protect the ability of people to enjoy the sense of freedom and benefits that come from being outdoors on foot.

We are an association of people and groups who come together to both enjoy walking and other outdoor pursuits and also to ensure that we protect and expand the infrastructure and places people go walking. The White Cliffs Ramblers Group is one of 13 Ramblers Groups in Kent.

If your organisation is a club with membership, please provide the following details:

Membership:

Number of adult members: **423** Number of junior members: 0 (under 16)

Number of members resident in the Town of Dover (NB Town NOT District):

Number of adult members: **37** Number of junior members: 0 (under 16)

Does your club charge for membership? **Yes**

If yes, please supply details of the membership scheme and charges applicable:

People wishing to join Ramblers, can apply in writing, by telephone or online.

The membership costs:

- Individual - £34 pa
- Joint membership - £45 pa

This allows members to walk with any Ramblers group in Britain. Members can elect to be associated with a local group of Ramblers, such as the White Cliffs Ramblers Group. These fees go to the national Ramblers organisation, and a proportion is remitted to local Ramblers Group for general running costs. There are several benefits including discount at some outlets, details of walk routes, and a quarterly magazine.

What Activities are available for members?

- **a)** In White Cliffs Country, around 150 walks are organised per year
- **b)** Members can go on any of the 115,000 walks organised in Britain each year
- **c)** Assist in footpath clearance and reporting problems to KCC
- **d)** Assist in promoting walking

Is club membership restricted in any way? If yes please provide details:

No

Is your club/body affiliated to any national or local organisation e.g. Sports Council? If yes please provide details:

The White Cliffs Ramblers Group is a member of the national Ramblers organisation.

Please complete parts C to E if all or part of your application is for a special project or event.

C: THE PROJECT / EVENT / ACTIVITY

Project/Event/Activity title:

WHITE CLIFFS WALKING FESTIVAL (2016)

Description and aims of project/event/activity (please show how it will benefit the people of Dover):

In August 2013 we organised our first walking festival branded as the Deal Walking Festival. This turned out to be very successful with 674 walkers enjoying the 24 walks available.

Following on from the success of 2013, we then organised White Cliffs Walking Festival (2014) to embrace a wider area, particularly Dover, increase the number of walks, and brand it as the White Cliffs Walking Festival, being 'jewel-centred' - Dover and Deal. The Festival resulted in 1005 walkers participating, an increase of 49%.

We then organised the White Cliffs Walking Festival (2015). Despite unfavourable weather for several of the seven days, the festival attracted 1095 walkers, a 9% increase on 2014. There was a noticeable increase in visitors compared to 2014.

It is our intention to again organise a varied programme of walks for the 2016 Festival. We are planning 40 walks of various distances and locations to suit many different interests and abilities. A number of local organisations have agreed to contribute in terms of leading or supporting walks, to use their expertise to make each event, *'not just a walk – but an experience'.* Each walk has a particular theme.

Much publicity will take place within the six Town Wards. Leaflets, posters and other forms of contact/publicity will be distributed within the Dover Town Wards, including the eleven schools, community centres, tourist venues, tourist information office, library, commercial outlets (e.g. supermarkets), outlets relating to health, in fact anywhere we believe Dover town people are likely to be informed about the Festival. Adverts will also be placed in local newspapers.

Benefits to the people of Dover Town

This Walking Festival is all about bringing benefits to people and the area. For people of Dover Town, the primary benefits are:

- Improving health through an encouragement to regularly take exercise through walking
- Contributing to improving the economy

We have a firm commitment to Dover Town and have a desire to contribute to enhancing its reputation as a walking destination.

a) Improving health

Walking is simple, free and one of the easiest ways to get more active, lose weight and become healthier. It's underrated as a form of exercise but walking is ideal for people of all ages and fitness levels who want to be more active. Regular walking has been shown to reduce the risk of chronic illnesses, such as heart disease, type 2 diabetes, asthma, stroke and some cancers (information from NHS)

We promote the Festival as a celebration of walking, and promote health through walking activity

We again anticipate around 1000 people will participate, with around 18-20% coming from the Dover Town Wards. Some may already be regular walkers but our previous experiences show many will not be regular walkers, and joining in 'social' walking for the first time.

A national study showed a significant proportion of the public walk for less than 30 minutes a week, instead of the recommended minimum of 20 minutes each day.

Those Dover Town residents participating will enjoy the exercise, the interests along the route, and socialising with other people. We encourage 'social' walking, as well as encouraging people to walk more, thus promoting health and social benefits.

In turn those Dover Town residents who enjoy the experience may well recommend the Festival walks to friends, relatives and work colleagues, post-Festival. After the Festival we hope those enjoyable experiences will lead to more Dover town residents taking advantage of the wonderful walking opportunities in the District, and perhaps join Ramblers or any of the other local walking groups if they are so minded, or just to walk with friends, relatives, or as individuals.

b) Economic benefits

We do recognise there are economic benefits to businesses. Firstly we promote Dover Town by organising many of the walks to start or finish within Dover Town and surrounding area, which brings in visitors, as well as attracting local people. Walks will include:

- Bleriot Walk – circular walk from Dover Castle
- Evening walk – finishing in Market Square
- History and archaeology of Dover
- Western Heights walk
- Tour of Drop Redoubt and Grand Shaft
- Circular walk skirting areas of Dover Town, starting/finishing Kearsney Abbey
- Circular Walk starting/finishing at Elms Vale recreation ground
- Themed Walks at Samphire Hoe (e.g. Reptile Ramble)
- Dover hills and valleys
- Dover architecture and heritage highlights
- Fort Burgoyne tour and walk

We know from our two previous White Cliffs Walking Festivals there are economic benefits, particularly linked to accommodation, refreshment, tourist attractions, and perhaps evening entertainment.. Many visitors will come to the town. In 2015, we were able to identify 90% of participants in terms of here they came from. 18% came from Dover. 3% came from abroad, 22% from outside county and the remainder from elsewhere in Kent. We had anecdotal evidence

of visitors using local B&Bs, hotel, food and refreshment outlets, and car parks.

We also recognise the knock-on benefits as a consequence of the Festival, in terms of people re-visiting the town, and staying for other reasons at other times of the year.

It is hard to estimate how much the Dover Town economy benefits, but , for example, if a third of all participants (around 350) had an average modest spend of, say £15, this would amount to a £5250 economic benefit to local businesses. It is quite possible this is an underestimate, but we would prefer to make an application on an underestimate rather than an exaggerated claim..

In addition, we advertise in local newspapers. In 2016, we will attempt to identify a suitable local printer company to do more of our printing, at a similar cost to an outside company we have previously used, and of the same or better quality.

Finally, we continue to see this as an annual event. As the Festival's reputation grows, more people will participate, both locals and visitors, many of them repeat visitors. We now have contact details of 800 people who have asked to be kept informed about the 2016 Festival.

Apart from the Isle of Wight Walking Festival, there is no other walking festival in the south east of England with so much potential based on the marvellous walking, the facilities, helpfulness of statutory authorities, support from other local organisations, and the commitment of volunteers to make it happen.

When will the project/event or activity take place?

Between Thursday 25th August and Wednesday 31st August, 2016

D: FINANCIAL DETAILS

Estimated total cost: £4600

Please detail the components of your project/event i.e. your budget or costings (submit on a separate sheet if necessary):

Income for Project	**£**
Expected donations: For certain walks, about four, donations will be requested of £2 per person to offset the overall cost of engaging local historians/authors to participate in narrating on walks. These will be passed on the the histoians/authors. **To be obtained during Festival**	**100**
Dover Town Council (applied for – decision in February, 2016**)**	**500**
Deal Town Council (to be applied for - decision in May 2016)	**500**
Available income (was £3536.31 but some spent on stationery)	**3500**
TOTAL INCOME	**£4600**

Expenditure for Project (Estimated)	**£**
Promotions – Leaflets, badges	1600
Promotion – Adverts (Kent newspapers and national Walk magazine)	1400
Promotion – Posters (and design)	500
Professional historians. Professional walk leaders to assist with themed walks, e Western Heights Preservation Society, Canterbury Archaeological Trist, White Cliffs Countryside Partnership)	280
Banners	200
Website Development	400
Admin (website, postage, stationery, phone costs)	220
TOTAL EXPENDITURE	**£4600**

TOTAL INCOME LESS TOTAL EXPENDITURE	**£0** **(**based on hoped-for grants from Dover Town Council, Deal Town Council and some donations during the Festival – as above)

Will your organisation be contributing any 'in kind' volunteer work or materials? If so please give details:

Based on the last three Walking Festivals we have organised, 40-45 volunteers will be required in planning, organising and operating the Festival including walk leaders, safety marshals (for larger groups), back markers, project team, admin, managing the website etc. All this time is given free by those volunteers.

As a rough estimate the amount of 'volunteer' time is a minimum of 1680 hours.

Based on the minimum wage of £6.70p an hour, this equates to **£11,256**

E: ADDITIONAL INFORMATION

Additional information/comments:

Any grant provided by Dover Town Council will go towards the promotion of the event, and equipment, as shown. Our intention is to promote the Festival heavily within Dover Town Wards, particularly, schools, health and community outlets, tourist information, library, B&Bs, hotels, through our website, through newspaper advertisements and other media, and face to face with people .

FUNDING

If both applications to Dover Town Council and Deal Town Council are successful, this will allow us to promote and operate the Festival to the same level, if not higher, than 2015.

In 2014 we were able to attract significant funding, particularly The Big Lottery – Awards for All. By being prudent we did not use all those funds and were able to carry over some of that funding to part-fund the 2015 Festival.

Again, by managing the costs we have again managed to carry over some of the funding for 2016. However, after 2016, we will need to widen our search for funding opportunities for the 2017 Festival as all 'reserve' funding will have been used for the 2016 Festival.

OTHER INFORMATION

For the first time we are making contact with holiday companies to promote walking within the area. So far we have interest from one holiday company who intend to offer weekend walking breaks in the area, and are advertising two weekend breaks in 2016, one in May and the other in August.

OUR CONTINUED COMMITMENT TO ENHANCING THE LIFE OF THE COMMUNITY

Our continued intention is for this Festival will be an annual event, thus continuing to promote health and well being of local people, as well as developing a national reputation as one of the best walking festivals in the country with the accompanying social and economic benefits to Dover Town and the District.

The White Cliffs Ramblers Group are all people who enjoy walking in the beautiful countryside of the area, We undertake this Festival, primarily as a community service because we feel committed to Dover Town and the surrounding area in which we regularly walk and enjoy.

We thank you for your consideration.

F: COUNCILLOR GRANT SCHEME

IF YOU ARE APPLYING FOR A GRANT UNDER THE COUNCILLOR GRANT SCHEME PLEASE COMPLETE THE FOLLOWING:

Councillor Grant Scheme: (TO BE FILLED IN BY THE APPLICANT)

If your grant application is being made under the Town Council's "Councillor Grant Scheme" please tell us which Councillor/s is/are supporting your grant and which ward(s) this will benefit.

Councillor: _____ Ward: _____

Councillor: _____ Ward: _____

Councillor: _____ Ward: _____

Councillor: _____ Ward: _____

Please note that the Town Council will take account of Best Value, its obligation to promote equality, its statutory powers and accounting requirements in reaching its decision. The following information (where applicable) is therefore required from all applicants for financial assistance. Information may be provided on a separate sheet if necessary.

1. **Have you enclosed a copy of your latest audited or independently examined accounts?**

YES

If you have ticked Not Applicable, please explain why.

2. **Have you enclosed a copy of your latest bank/building society/other investment accounts statements?**

YES

If you have ticked Not Applicable, please explain why.

3. **Please confirm that statutory obligations under the Human Rights Act have been considered. See link below:**
   (http://www.direct.gov.uk/en/Governmentcitizensandrights/Yourrightsandresponsibilities)

   YES

4. **Please confirm that statutory obligations under the Equalities Legislation have been considered. See link below:**
   (http://www.equalityhumanrights.com/advice-and-guidance/new-equality-act-guidance/)

   YES

5. **Please confirm that you have considered all health and safety issues for this project/event, obtained appropriate insurance and carried out risk assessments for all relevant areas. See link below:**
   (http://www.hse.gov.uk/pubns/raindex.htm)

   YES

   (Most risk assessments relate to the state of footpaths. These will be undertaken between June and the start of the Festival. Risk assessments will be regularly reviewed based on the weather and abilities of walkers).

6. **Please confirm that you have considered the environmental effects of this project (recycling of rubbish etc.) See link below:**
   (http://www.direct.gov.uk/en/Environmentandgreenerliving/index.htm)

   YES

If you have ticked Not Applicable, please explain why.

7. **The Town Council has an obligation under s17 of the Crime and Disorder Act to consider the impact of all its functions, activities and decisions on crime and disorder in its area. What implications will your project have for this requirement and how in particular will it assist the Town Council to meet its obligation? See link below:**
   (http://www.crimereduction.homeoffice.gov.uk/legislation26.htm)

The Festival will not have a negative impact on crime and disorder in terms of an increase. If anything it will have a positive impact as it will involve groups of responsible adults, some with families and young people to participate in a social and friendly context. We also try hard to encourage young people to participate, to take pride in their communities, to take an interest in their surroundings and give them an outlet for their energy.

The Ramblers promote family values, community cohesion, equality, participation, opportunity and mutual respect.

8. **Grants are normally given conditional to the organisation's agreement to allow its details to be used in the Town Council's website, publications and other materials. Do you agree for your organisation's details to be included? (Please note that personal and financial details will not be published.)**

YES

9. **Grants are normally given conditional to the organisation's public acknowledgement of the Town Council's assistance. How do you intend to do this? (Please note that you may be required to provide copies of relevant publicity materials.)**

Dover Town Council's assistance will be acknowledged by:

a) **Logo on 7,000 leaflets/programmes**
b) **Logo on 300 posters (90 being displayed on Stagecoach buses) plus others on community notice boards.**
c) **Acknowledgement and logo on website (www.whitecliffswalkingfestival.org)**
d) **Logo on Festival advertisements in local newspapers**
e) **Logo on banners**
f) **Acknowledgement in any newspaper articles and radio interviews**
g) **Acknowledgement in any articles submitted to relevant magazines**

Please return your completed form to:

Allison Burton
Town Clerk
Dover Town Council
Maison Dieu House
Biggin Street
DOVER
Kent CT16 1DW

Tel: (01304) 242625
Fax: (01304) 241445
Email: allison.burton@dovertowncouncil.gov.uk

Please note that applications may be submitted by fax or email but must be signed before any approved funding can be released.

DOVER TOWN COUNCIL

Report to: **Civic & Special Projects Committee**
Meeting date: 16th February 2016

From: **Cllr Veronica Philpott – Chairman of the Civic & Special Projects Committee**

Date written: **21st December 2015**

Subject: **Dover / Calais Festival of Sport 2016**

---

1. INTRODUCTION

The Dover / Calais Festival of Sport is an annual twinning event, during which teams from both towns compete in a variety of sports. The event is held alternately in Calais and Dover. 2016 is the 43rd year of the event with Dover as the hosts. The event not only provides an excellent opportunity for our residents to take part in sport and healthy activities, it also creates a sense of community and contributes to cross-channel co-operation with one of our twin towns.

2. INFORMATION

Correspondence between Dover and Ville de Calais Officers has begun, to discuss the arrangements for the forthcoming Twinning Festival in full.

The date of the Twinning Festival for 2016 will be discussed to be held in Dover, on Saturday 4th June.

There will be continued governance for the festival, as there has in the past, in the form of a charter being signed by the team leaders of each sport, prior to the festival taking place, this does not only strengthen the Twinning but also enhances the reputation of the event, by:

- Having well matched teams;
- Providing a good standard of catering and hospitality for the visiting teams;
- Being a friendly and helpful representative of the Town of Dover and the Town Council;
- Taking part in the event in the best traditions of sportsmanship and fair play;
- Ensuring Equality and Opportunity for everyone;
- Acting responsibly and safely at all times.

Each year the costs for the Festival differ according to where the festival is being held.
When the Festival is held in Calais, Dover Town Council bears the costs for team trophies, ferry crossing for all participants and dignitaries attending and engraving costs for the large trophy. When in Dover, Dover Town Council pay for venues, refreshment costs and transport around the venues for dignitaries, presentation for participants, team trophies and engraving costs for the large trophy.

Discussions will be made with Your Leisure in respect of venue & pool hire for the day's activities.

3. DECISION

The Committee is asked to resolve:-

To delegate arrangements for the Dover – Calais Festival of Sport 2016 to the Proper Officer in consultation with the Clerk to the Committee & the Committee Chairman, a budget of up to £3,500; Costs to be met from the Sports / Health Development Fund provision in the Civic & Special Project Committee's 2016/17 budget.

Statutory Powers – LG (MP)A 1976 S19 (1b) – B14 Create more public open spaces and family friendly/all age leisure provision in all wards & B22 Support local sports clubs in providing opportunities and facilities for all

The Town Council abides by the spirit of Best Value.

The Council is committed to open governance and accountability. Both Councillors and members of the public must be able to fully understand the entire picture of any project proposal when approved.

AGENDA ITEM 8

DOVER TOWN COUNCIL

Report to: **Civic & Special Projects Committee**
Meeting date: 16th February 2016

From: **Councillor Mrs V L Philpott, Chairman of the Civic & Special Projects Committee**

Date written: **4th February 2016**

Subject: **Marking the HM Queen's 90th Birthday Celebrations – Lighting the Town Beacon**

---

1. INTRODUCTION

On the 21st April 2016, Her Majesty the Queen celebrates her 90th Birthday, and in celebration of this wonderful milestone, Beacons will be lit that night across the United Kingdom, marking this unique moment in history.

The 2015-19 Ambition Plan includes the Celebrations of the Queens 90th Birthday in 2016 (C4).

The Town's Beacon is located at Dover Castle and it is owned by the Town Council.

2. INFORMATION

Discussions between English Heritage at the Castle and this Council have been held to discuss arrangements for holding the Beacon Lighting at Dover Castle on the 21st April 2016.

Options discussed:

1) A reception for invited guests as in 2012, (Jubilee), to be based in the Visitors Centre at the Castle;
2) Community access to picnic and watch the lighting.

Awaiting confirmation from English Heritage about which option will be possible, subject to, access, health & safety and operational issues of English Heritage as the land owner.

Subject to this, costs for Dover Town Council could include:

- Inspection & Maintenance costs to the Beacon;
- Refreshments;
- Stewarding;
- Entertainment – including local theatrical;
- Photographer.

It is envisaged no more than £2,000 will be needed based on research and previous experience.

DECISION

The Committee are invited to resolve:

a) **That a budget of £2,000 be agreed to arrange an event at Dover Castle, around the Lighting of the Beacon, to mark the 90th Birthday of HM the Queen on the 21st April 2016; Costs to be met from the Events Facilitation provision in the Civic & Special Projects 2016/17 budget;**
b) **That all arrangements and negotiations be delegated to the Proper Officer in consultation with the Chairman of the Committee.**

Statutory Powers – LGA 1972 S145 - Ambition Plan (C4)

The Town Council abides by the spirit of Best Value.

The Council is committed to open governance and accountability. Both Councillors and members of the public must be able to fully understand the entire picture of any project proposal when approved.

AGENDA ITEM 10

Dover District Council

Search

Menu

Realising Our Vision For A New Leisure Centre in Dover District

We want local people to have access to first class sport and leisure facilities to help them lead healthier lifestyles, realise their sporting ambitions, or simply have fun keeping fit! We're committed to working with the local community and sports governing bodies to build a new leisure centre in the district fit for the 21st century.

Background

Opened in the 1970's, Dover Leisure Centre played an important part in helping generations of local people to keep fit. It remains the only public lane swimming pool in the district. After over 40 years of use the building is now tired and with facilities that are reaching end of life.

In July 2015 we set up two major reports to help us understand the supply and demand for indoor sports facilities and to consider the future of Dover Leisure Centre. The reports looked at sports halls, indoor swimming pools, health & fitness suites, indoor bowls, tennis courts, squash courts, gymnastics and dance/aerobic studios.

We've been working closely with Sport England to make sure that choices being made are based on strong evidence, technical suitability, sustainability, and are financially sound.

Where Are We Now?

Based on these reports we believe a new leisure centre in a different location would be the best way to meet current and future demand in the district.

We did consider refurbishing the existing Dover Leisure Centre. This would have meant closing the Centre for a long time whilst the cost of rebuilding would only be slightly cheaper than a brand new facility. We would not be able to expand facilities at the current location.

The next step is a more detailed study to help shape the type of facility we need, how much it will cost, how it will be funded and how we can make it work. This will also involve detailed plans of what the building may look like.

We will continue to work with key organisations, such as the sporting governing bodies and other local facility providers to make sure we build a Leisure Centre that is fit for purpose. We will also be asking users and the wider public what they would like to see from a new Leisure Centre.

What are the current plans?

» To replace the Dover Leisure Centre with a brand new leisure centre for the district.

» To identify land at Whitfield as the most suitable location. This is because it is easy to get to from the wider district, and has space for future expansion.

» To explore land at Buckland Mill as a second potential location.

» To provide a mix of facilities, including:
- » 8 lane x 25m swimming pool
- » 15m x 8.5m learner pool
- » 4 court sports hall
- » 120 station health and fitness studio
- » 3 x multi-activity studios
- » 1 x spin studio
- » 3 squash courts
- » 250 parking spaces

(This is Option 4 as outlined in the Feasibility and Options Appraisal Study for Dover Leisure Centre).

Have Your Say

Your views are important to us.

Please email your thoughts and comments to newleisurecentre@dover.gov.uk.

Back to top

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Our YouTube Channel

DOVER TOWN COUNCIL

Report to: **Civic & Special Projects Committee**
Meeting date: 16th February 2016

From: **Cllr Veronica Philpott, Chairman of the Civic & Special Projects Committee**

Date written: **22nd December 2015**

Subject: **Pencester Pavilion Usage within 2015**

---

1. INTRODUCTION

At the meeting of the Civic & Special Projects Committee held on the 24th February 2015. The Committee noted that:

a) *Partnership working still be pursued for a further programme of events for 2015;*
b) *To instruct the Clerk to the Committee to monitor the usage of the Pencester Pavilion each year and report on it each year.*

2. INFORMATION

A variety of local organisations, clubs, groups and associations were contacted to gain interest for a further programme of events for 2015 to be arranged. Since January 2015, the Pavilion had been used on 12 occasions, an increase of 20% on usage in 2014.

The Committee were advised in January 2015 that rather than individual performances being held at the Pavilion, the whole gardens are becoming more of a central music / community venue for Dover, with the Pavilion being used within the whole event arrangements, this remains the same. The Pavilion is being used for performances with a larger number of spectators, local and visiting, for example, The Dover Music Festival, held in July 2015, and Hellfire Corner, an annual event taking place in June each year, as well as this year the Pavilion being part of the Dover's Big Community Fun Day and the Big Local Community Event.

Usage of the Pavilion will be reported to the Committee on an annual basis. In the meantime Officers will pursue all channels for parties wanting to showcase, demonstrate or display their talent or even hold a workshop at the

Pavilion, through the School Holidays, as part of the Town Council's Ambition Plan.

It should be noted that there are approximately 3 weeks of the year when the Pavilion cannot be used by the community, as Dover District Council lets Pencester Gardens to funfairs. We charge these if they use the Pavilion electricity; this contributes income to be set against both electric costs and Pavilion Maintenance.

Maintenance Costs

At its meeting on the 25th June 2014, the Finance & General Purposes Committee agreed a three year maintenance schedule for the Pavilion and Millennium Footpath and this was adopted at the Full Town Council meeting held on the 2nd July 2014.

The Pavilion does have ongoing costs; approximate costs are listed below for 2015/16.

- Fixed electrical inspection and improvements £272;
- Pressure Washing to remove Graffiti £161.

3. DECISION

The Committee is invited to note this report.

Statutory Powers – LGA 1972 S145, B20 of the Town Council's Ambition Plan.

The Town Council abides by the spirit of Best Value.

The Council is committed to open governance and accountability. Both Councillors and members of the public must be able to fully understand the entire picture of any project proposal when approved.

DOVER TOWN COUNCIL

Report to: **Civic & Special Projects Committee**
Meeting date: 16th February 2016

From: **Councillor Mrs V L Philpott, Chairman of the Civic & Special Projects Committee**

Date written: **18th January 2016**

Subject: **Cory Brass Band, Master Class & Concert 17th January 2016**

---

1. INTRODUCTION

An Urgent Decision was agreed between myself as Chairman with the Proper Officer, to underwrite the famous Cory Band to come to Dover on the 17th January 2016, which not only incorporated a concert but also a Brass Master Class for the Under 18's.

2. INFORMATION

The afternoon of the 17th January at Charlton Church started with a free Brass Master class for the young people who had the ability to play a brass instrument at grade 3 levels or above. The free Master Class was then followed by a concert by the world famous Cory Brass Band, from 3.30pm to 5.30pm. The young people that took part in the Master Class had the opportunity of playing 2 pieces of music with the band.

Approximately 130 people attended the concert, with in the region of 30 under 18's attending the Brass Master Class.

The concert & Brass Master Class was a huge success by all that attended, with a few of the positive comments received, were:

"Stunning first half. Atmospheric, emotive, spine tingling good"
"Stonking concert this afternoon from the Cory Band – absolutely brilliant"
"The Cory Band were just amazing. So, so talented. A real pleasure to watch and listen too, we hope you can come back again".

With the event lead time being quite tight, tickets were arranged not only from the Town Council Offices and at the door on the day but also arrangements were made for the first time for an online ticketing system.

This would definitely be a way to proceed with ticket sales in the future for any ticketed events.

3. DECISION

The Committee is invited to note this report.

Statutory Powers - LGA 1972 S145

The Town Council abides by the spirit of Best Value.

The Council is committed to open governance and accountability. Both Councillors and members of the public must be able to fully understand the entire picture of any project proposal when approved.

Patron Her Majesty The Queen

AGENDA ITEM 13 (1) i

THE ROYAL BRITISH LEGION

President :Patrick O'Riley
Chairman: Gary Gunner
Vice Chairman: Ted Smith
Secretary: Kayleigh Bright
Treasurer: Christine Walton

BRANCH NUMBER: Pending

Registered Charity Number 219279

RECEIVED
14 OCT 2015
BY:

Dover Town Council
Maison Dieu House,
Biggin St,
Dover, Kent CT16 1DW

8th October 2015

Dear Ms Hubbard

I am writing on behalf of the committee of the newly formed Dover White Cliffs Branch of the Royal British Legion .to thank Dover Town Council for their support and generosity in paying for our Standard,

The Branch will be proud to carry the Standard at all ceremonial occasions in Dover and the surrounding area.

As Dover was the original place where The Royal British Legion met we feel very pleased that with your help we can put Dover back on the R. B. L map.

We meet the first Thursday in the month at the above address and all members Of the Town Council would be very welcome to join us.

Yours faithfully,

C Walton

Christine Walton
Treasurer Dover White Cliffs Branch

DOVER ROMAN PAINTED HOUSE TRUST

* * * * *

New Street, DOVER, Kent. CT17 9AJ
Tel. 01304 203279

To protect the oldest and best-preserved Roman wall-paintings in Britain, to open to the public and exhibit finds from Roman Dover.

Winner of four national awards. **Registered Charity No.270499**

Mrs Tracey Hubbard,
Clerk to Civic Committee,
Dover Town Council,
Maison Dieu House,
Biggin St. Dover CT16 1DW.

REC
18 NOV
BY:

11th November, 2015.

Dear Mrs Hubbard,

Grant for Rear Fascia.

Many thanks indeed for your letter of 30th October regarding the above grant. Officially we are closed now, but I have to come in to carry our maintenance every week so have just received your letter.

The Trustees are delighted to know that the Town Council has made this award. Do please thank the Chairman of this committee for his positive and urgent response. May I also acknowledge the receipt of your cheque for £900 which was banked today.

The urgent replacement of our rear fascia was completed yesterday. You ask for written evidence.

1. This will benefit Dover for it removes a damaged fascia which would otherwise detract from the townscape.

2. As regards publicity I have already agreed with Mark Skinner to attend a presentation soon. In addition, I shall arrange for the grant to acknowledged in the next issue of the Kent Arch. Review and we can erect an appropriate notice for when we open next April.

Many thanks again,
Yours sincerely,

Brian Philp.

No form was attached.

Supported by:
Dover District Council, Dover Town Council, Council for Kentish Archaeology, Kent County Council and Kent Archaeological Rescue Unit

To: Ms Allison Burton
Town Clerk
Dover Town Council
Maison Dieu House
Biggin Street
DOVER
Kent CT16 1DW

DOVER TOWN COUNCIL'S FINANCIAL ASSISTANCE

Name of Organisation:	White Cliffs Ramblers Group (White Cliffs Walking Festival)
Grant amount awarded:	£500
Event date or date money was spent:	Festival - Thursday 27th August to Wednesday 2nd September, 2015 Money spent in May/June/July/August, 2015
How have the funds been used?	The overall expenditure for the Festival was £4123. (see attached breakdown) 79% (£3276) of this expenditure was on publicity. This included the production of 7000 leaflets, 250 posters, newspaper advertisements (Dover Express and KM newspapers), badges, banners, and large display posters etc. Leaflets were distributed to many health outlets, schools, local camp sites, tourist information office, local businesses, schools, scouts, guides, air, sea and army cadets. On one Saturday in August, in Biggin Street and Market Square, we spoke to many passers-by and distributed leaflets. A large banner was displayed in Biggin Street for three weeks leading up to and during the Festival. The funding from Dover Town Council was used to part-fund the publicity material. Other financial support came from Deal Town Council (£500) and Stagecoach (£300). It was important to make as many Dover town people aware of the event as possible within our budget. Other expenditure included website development, tables for start of walk coordinators, postage, and contributions to external, professional walk leaders (e.g. local historians).
How did this benefit the people of Dover?	**The purpose of the Festival** *The key purpose was to operate a varied programme of walks to suit different age, ability and interest groups, to attract local people and visitors alike, of varied walking abilities, to develop the love of walking for health, interest, enjoyment and social benefits, and consequently promoting the area, the facilities, its attraction, and its friendly communities.* Where possible we engaged with other interested people, groups and organisations to assist in the promoting and organising of walks.

With 18 walks located in Dover itself, it contributes to putting Dover on the map for visitors. As well as promoting health, the Festival highlighted the cultural and historical jewels of the town beyond the most famous. For locals, this can give a new awareness of less familiar features of Dover and an increased sense of pride in their town.

We made links with numerous local societies which represent both the flora and fauna of the Dover area and also its history and culture.

The cumulative total of walkers for the week was 1095, a 9% increase on 2015. We were not blessed with the best of weather with showers on a number of days, but the numbers turning out for walks just shows how popular this event has become.

Promoting health – local people

Regular moderate exercise like walking has been shown to have major benefits to health and to improve the quality of life. It's free and no specialist equipment needed.

We were able to identify 201 people from Dover who participated. It was pleasing to see a few more families and young people than last year, but still less than we would like. We still need to find ways of encouraging the less fit and less motivated to participate. Over the winter we will seek advice from local health professionals as to how we can do better in this respect, in good time for next year's Festival.

Of those new or fairly new to such walks, there were always members of the White Cliffs Ramblers on walks who talked socially to them and also advised them of options for walking with groups or forming small social walking groups themselves, to walk with friends, neighbours and relatives. Above all encouragement was given to continue using walking as a healthy, enjoyable and sociable pastime.

Economic benefits to Dover Town

We did not collect specific data but know that at least 53% of people attending walks were visitors to the Dover District Council area.

These people, and perhaps some with families, used local B&Bs, local restaurants and other food outlets, local car parks as, supermarkets, well as public transport.

We know of a group from the Czech Republic who stayed in B&B accommodation in Folkestone Road, Dover. We also had visitors from USA, New Zealand, Netherlands, Denmark and Germany. From the UK we had many from the Home Counties, London, Midlands, Lancashire and Yorkshire. In fact 22% came from outside Kent. Many have asked to be put on our mailing list as they intend to attend next year's walking festival.

We brand our festival as 'Not just a walk – an experience' and we work hard to ensure each walk has a theme to add to the interest of the walkers. To achieve this, we worked with a number of other people and organisations to showcase a number of attractions and

	places of interest in and around Dover. This of course led to raising the awareness of the history and heritage of the area. These included: • Up on the Downs (from Samphire Hoe) • Bleriot Walk • Fish n' Chip walk, finishing in Dover town for fish n' chips (optional) • History and Archaeology of Dover • Reptile Ramble (Samphire Hoe) • History and wildlife of the Western Heights • Drop Redoubt • The Archaeology of two Wars • Dover Architecture and Heritage Highlights • Fort Burgoyne • Writers in Dover With Dover attending 'Walkers are Welcome' status, we hope there will be a collective impetus by the Council, businesses and other interested organisations to turn this status into tangible benefits. Whilst we always searched for the best value in what we spent, we tried to use local shops and traders where possible. During the winter we will make further enquiries in Dover to see if more of our expenditure for 2016 can be focused locally. **White Cliffs Walking Festival – 2016** We thank Dover Town Council for your support. As we have said before, it is our intention to make this festival an annual event and we will soon start the planning process for next year.
Signed by:	John Grace
Print Name:	John GRACE
Date form completed:	9 October 2015

To: Ms Allison Burton
Town Clerk
Dover Town Council
Maison Dieu House
Biggin Street
DOVER
Kent CT16 1DW

DOVER TOWN COUNCIL'S FINANCIAL ASSISTANCE

Name of Organisation:	DOVER AND DEAL SEA CADETS
Grant amount awarded:	£1500 (DOVER TOWN COUNCIL) + £845 (COUNCILLOR WANSTALL COUNCILLOR'S GRANT SCHEME)
Event date or date money was spent:	DEPOSIT PAID 23/7/2015, BALANCE PAID 6/10/2015
How have the funds been used?:	TO PURCHASE A NEW SAFETY AND RESCUE RIGID INFLATABLE BOAT, COMPLETE WITH TRAILER, ENGINE AND PARTIALLY EQUIPPED FOR THE DUTIES OF SAFETY AND RESCUE THE BOAT, TRAILER AND ENGINE WERE SUPPLIED BY RIBCRAFT OF YEOVIL, SOMERSET. PLEASE SEE ATTACHED LETTER EXPLAINING IN MORE DETAIL HOW FUNDING HAS BEEN SPENT.
How did this benefit the people of Dover?:	BY CONTINUALLY IMPROVING THE PROVISION OF OUR FACILITIES AND ASSETS WE CAN EXTEND THE RANGE AND SCOPE OF BOATING EVENTS AND ACTIVITIES AND ATTRACT MORE MEMBERSHIP OF THE DOVER AND DEAL SEA CADETS, WITH A DEDICATED SAFETY AND RESCUE BOAT WE WILL BE WELL PLACED TO OFFER THIS SERVICE TO OTHERS OPERATING WITHIN OUR AREA. LONG TERM, WE PLAN TO OFFER RYA COURSES FOR YOUNG PEOPLE UTILIZING THE EXPERTISE OF OUR WELL TRAINED STAFF AND OUR BOATS. OUR RANGE OF ACTIVITIES PROMOTES GOOD PHYSICAL AND PSYCHOLOGICAL HEALTH, REDUCING OBESITY LEVELS AMONGST OUR YOUTH. WE ARE OF THE STRONG BELIEF THIS REFLECTS BENEFICIALLY FOR THE COMMUNITY
Signed by:	R J Steer
Print Name:	R. J. STEER
Date form completed:	20th October 2015.

AGENDA ITEM (2) iii

RECEIVED
11 DEC 2015
BY:

To: Ms Allison Burton
Town Clerk
Dover Town Council
Maison Dieu House
Biggin Street
DOVER
Kent CT16 1DW

DOVER TOWN COUNCIL'S FINANCIAL ASSISTANCE

Name of Organisation:	DOVER BOWLING CLUB
Grant amount awarded:	£775
Event date or date money was spent:	DECEMBER 2015
How have the funds been used?:	PART PAYMENT FOR INSTALLATION OF A REPLACEMENT SINK UNIT IN THE CLUB'S KITCHEN
How did this benefit the people of Dover?:	DOVER BOWLERS & VISITORS CAN ENJOY A MORE MODERN KITCHEN FACILITY AS THE OLD UNIT HAD BEEN IN POSITION FOR MANY YEARS PLUS IT WILL IMPROVE THE COMPLIANCE TO HEALTH & HYGIENE REGULATIONS.
Signed by:	
Print Name:	B. CONSTABLE – CHAIRMAN
Date form completed:	11/12/15

Council Offices
Maison Dieu House, Biggin Street
DOVER
Kent CT16 1DW
Tel: 01304 242625 - Fax: 01304 241445
E-mail: council@dovertowncouncil.gov.uk

DOVER TOWN COUNCIL

Cons No: UD 15/16 - 002

Memorandum

To: Councillor V L Philpott - Chairman of Civic & Special Projects Committee

From: Allison Burton - Town Clerk

cc: Tracey Hubbard

Date: 29th October 2015

Re: **Dover Roman Painted House Trust - Funding for Replacement Fascia at rear of Cover Building**

You were consulted by me, as Chairman of the Civic & Special Projects Committee, regarding funding for the Roman Painted House Trust in relation to replacement Fascia to the rear of the cover building that is urgently required.

Using delegated powers under Standing Orders, as this is a matter of Health & Safety and cannot wait until the next meeting of the Civic & Special Projects Committee in order that works can be carried out. I have authorised funding of £900 to the Roman Painted House Trust for works to be carried out to the Fascia. The costs will be taken from the Sports / Health Development Fund provision in the Committees 2015/16 budget.

This decision will be reported to the next meeting of the Civic & Special Projects Committee to be held on 16th February 2016 at 6pm

RFO consulted on decision which involves expenditure (Standing Order 23(a)): (YES) / N/A

Officer signature: _____

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DOVER TOWN COUNCIL

Cons No: UD 15/16 - 004

Memorandum

To: Councillor V L Philpott - Chairman of Civic & Special Projects Committee

From: Allison Burton - Town Clerk

cc: Tracey Hubbard

Date: 4th January 2016

Re: **Underwrite Costs - Cory Band Concert & Brass Master class workshop for local teenagers**

You were consulted by me, as Chairman of the Civic & Special Projects Committee, regarding the costs for The World Famous Cory Band to conduct a concert to be held at the Charlton Church, St. Alphege Road, Dover on the 17th January 2016 from 15.30, along with a Brass Master class workshop to be held for the local young people.

Any proceeds from ticket sales will be re-invested in future Master Classes and Concerts for the promotion of brass instrument playing / bands in Dover. Future events to be organised under auspices of Eythorne Silver Band.

Using delegated powers under Standing Orders, as this is a matter of urgency and cannot wait until the next meeting of the Civic & Special Projects Committee in order that this memorable opportunity can be brought to Dover. I have authorised funding of £2,500. The costs will be taken from the Events Facilitation provision in the Committees 2015/16 budget.

This decision will be reported to the next meeting of the Civic & Special Projects Committee to be held on 16th February 2016 at 6pm.

RFO consulted on decision which involves expenditure (Standing Order 23(a)): YES / N/A

Officer signature: _____

BIG DRAW 2015 REPORT

Dover Arts Development (DAD) was asked by members of DOVER BIG LOCAL ART31 to organise a Big Draw event again this year. The Big Draw theme for 2015 was *Every Drawing Tells a Story* and DAD contracted Greg Stobbs, aka Squirl, to lead this year's workshop.

The event was listed on the Dover Town Council website and marketed through social media and a mention in the local paper. Additionally it was listed on the national Big Draw website.

About 60 people of all ages and abilities took part. We welcomed new participants as well as some returning participants from last year. The challenge was to tell a story in a single, non-linear image, something which everyone succeeded in doing. Many participants stayed for well over an hour, enjoying the chance to engage deeply in an activity for an extended period and also benefiting from some intense family time. (For one family in particular, this was incredibly beneficial due to recent trauma).

The intergenerational nature of the event was also very powerful.

"It was lovely to see the different generations telling each other their stories" (Petra Matthews Crow).

"I'd love to see this happen every year, or even every month" (Richard Bundy)

It is hard to overstate the importance of drawing, not so much as a skill but rather as a process for thinking and learning. It is also all-absorbing and forces other things from the mind, making it valuable for boosting wellbeing and relieving stress. There are also other, perhaps less obvious benefits. The arts are always one of the first things to be cut, but a recent article suggests that the long-term economic toll of cutting the arts could actually harm a country's economic competitiveness.

> *A new study from Michigan State University found that childhood participation in arts and crafts leads to*

Additionally information is published on the DAD website at http://www.dadonline.eu/updates/big-draw-2015/

We would like to find a way of organising the Big Draw on an annual basis.

KEY FIGURES/FACTS

GRANT AMOUNT:

DOVER TOWN COUNCIL: £975

DOVER BIG LOCAL: £730

EVENT DATE: 26 OCTOBER 2015

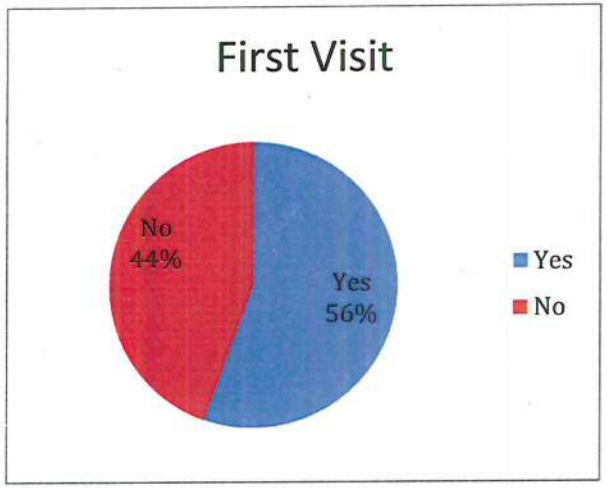
USE OF FUNDS:

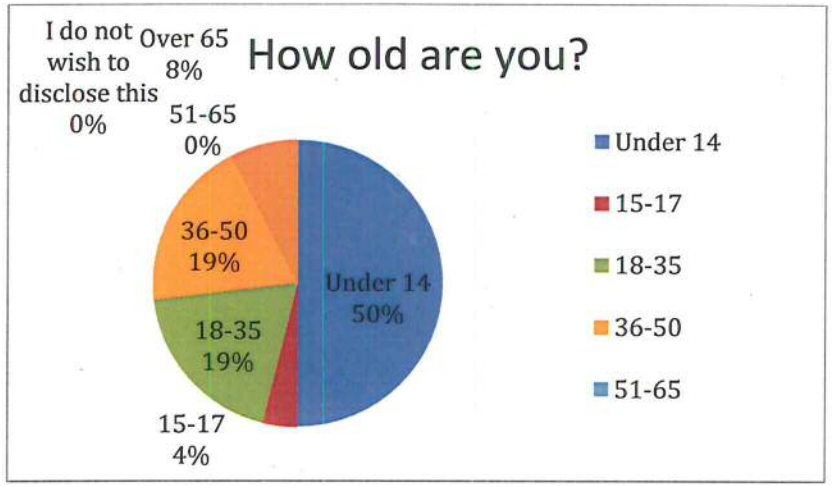
DAD PROJECT MANAGEMEN T-ORGANISATION, EVALUATION, PRESENCE AT EVENT	300
MARKETING	190
ARTIST	250
PHOTOGRAPHY	150
MATERIALS	25
WINDOW GRAPHICS	310
REGISTRATION	30
TOTAL	**1255**
BUDGET	1705
UNDERSPEND	450

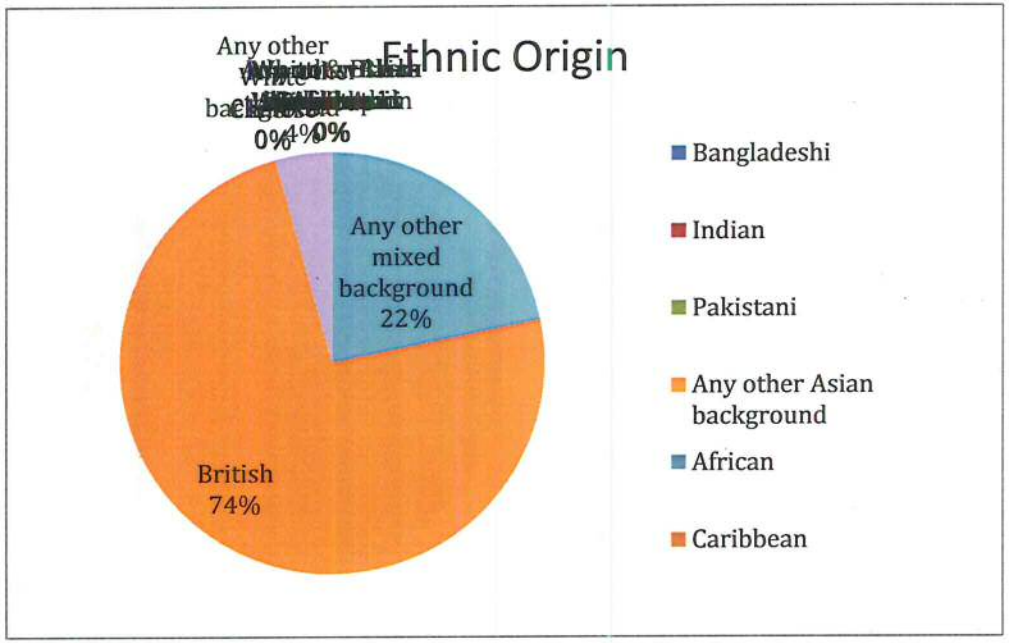
* NB In kind time from DAD 1 day presence at event, installation of vinyls and organisation of the same and additional evaluation time	£400

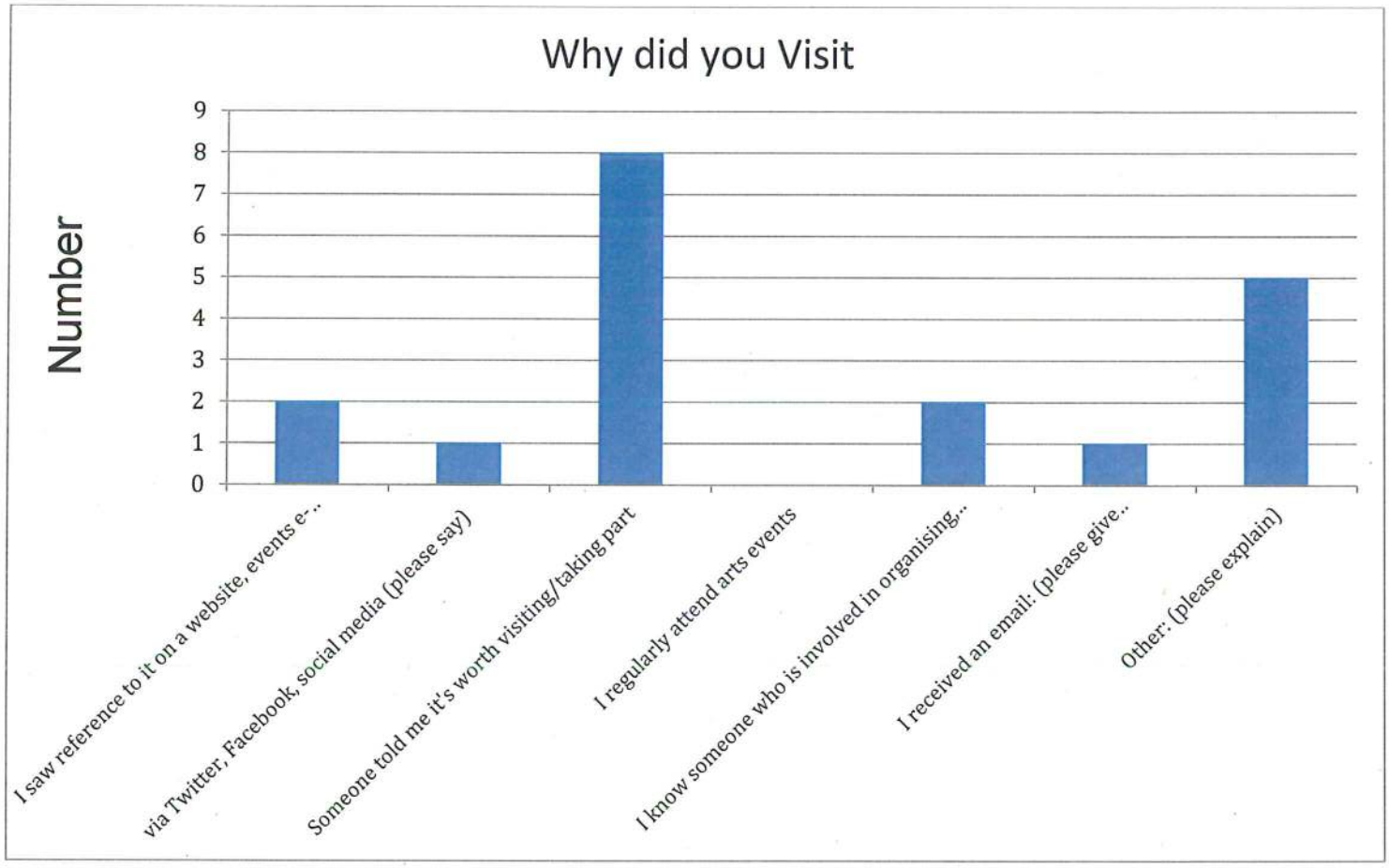
BENEFIT:

- Enhancing wellbeing
- Facilitating intergenerational and family interaction and communication
- Opportunity for quiet concentration and engagement
- Skills development
- Enjoyment


First Visit
No
44%
Yes
56%
Yes
No


How old are you?
I do not wish to disclose this
0%
Over 65
8%
51-65
0%
36-50
19%
18-35
19%
15-17
4%
Under 14
50%
Under 14
15-17
18-35
36-50
51-65


Ethnic Origin
Any other
0%
0%
Any other mixed background
22%
British
74%
Bangladeshi
Indian
Pakistani
Any other Asian background
African
Caribbean


Why did you Visit
Number
9
8
7
6
5
4
3
2
1
0
I saw reference to it on a website, events e-...
via Twitter, Facebook, social media (please say)
Someone told me it's worth visiting/taking part
I regularly attend arts events
I know someone who is involved in organising...
I received an email: (please give..
Other: (please explain)

How would you describe your experience
Number
10
8
6
4
2
0
Fun
Boring
Interesting
Well organised
Okay
poorly organised
well resourced
learnt new skills
met new people
amazing venue
inspiring
friendly
supportive
helpful
Tiring
Informative
surprising
challenging
advanced my..
unhelpful
more confident
encouraging
welcoming
new insights