ANNUAL REPORT 2022/23



Town Clerk
FOLKESTONE TOWN COUNCIL



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TOWN MAYOR 2022 - 2023

It has been a great honour to serve and represent my hometown in the municipal year of 2022/23. And what a year it's been, it started off with Her Majesty Queen Elizabeth's Platinum Jubilee celebrations. I spent many hours attending street parties and several school celebrations; it was a great opportunity to see the people of our town celebrate the Jubilee.

Then on 8th of September, we received the devastating news that Her Majesty Queen Elizabeth, while at Balmoral, had sadly passed away after serving her country and subjects for 70 years, the longest British reigning monarch. We went into an official period of mourning and again I was honoured, along with other Cinque Port Mayors, to be at the Proclamation which was held at the Civic Centre in Folkestone.

I was honoured to represent our town at the funeral of the late Lord Michael Boyce, Lord Warden, he was the first Naval Officer to hold the post of Lord Warden since the 17th Century. Lord Boyce held the title of Lord Warden from 2004 to 2022.

I was able to join Mayor's and representatives of other local authorities throughout the year, raising funds for each other's chosen charities and organisations close to our hearts. There was not a week when both mine and the Deputy Mayors diaries were full to bursting. Thanks to the support of Town Council Officers, Councillor Belinda Walker, Deputy Mayor, and Councillor Jackie Meade, I was able to hold four separate fund-raising events; A Night at the Museum; Turkish Night; a 60's fancy Dress Disco; a sponsored walk from the Warren to Hythe.

Being able to hold Canada Day, Remembrance Day Commemorations and other civic events was also a major honour for me. Honouring and remembering those who have come before us, those who gave the ultimate sacrifice and all those who've served our country for the freedoms we continue to enjoy today.

Now at the end of my time as Mayor my final duty bar one, was to represent our town and the Cinque Ports at the Coronation of King Charles the Third on the 6th May 2023 an event that was meticulously engineered by all of the Mayors/Barons of the Cinque Ports, but a special thanks must go here to Cllr Jim Martin, Mayor of Hythe and Speaker of the Cinque Ports who arranged travel etc and all of what we needed to do on the 6th May.

I am extremely grateful to my Deputy Mayor, Cllr Belinda Walker and Cllr Jackie Meade both of whom have been my support, who were able to support me both when my Consort was unable, both of these ladies have been my constant support and an ear when I needed them. I would also like to thank the Town Council Officers and volunteers who work at the Town Hall making sure that all the events go ahead without a hitch, they are truly a wonderful group of people. I would like to thank my Chaplin, Father Mark for his service and support during my term and a special thank you to our wonderful Town Sergeant who has kept me on time, on track and grounded.

Councillor Nicola Keen

Town Mayor

INCOME AND EXPENDITURE ACCOUNT

For the Period ended 31 March 2023

	2022/23	2021/22
INCOME	£	£
Precept on District Council	915,510	873,950
Bank and Investment Interest	12,002	293
Allotments	10,634	10,370
Rental Receipts	15,809	16,107
Museum/Heritage Sales	7,172	5,179
Play Areas	9,000	0
Community Infrastructure Levy	65,741	14,927
CCTV High Street Fund	28,085	0
Other	9,892	3,445
	 1,073,845	924,271
EXPENDITURE		
Employees/Administration	530,728	470,602
Democratic Costs	0	5,740
Civic and Ceremonial	24,834	15,257
Premises	164,464	174,482
Services	503,530	264,796
Fees	7,244	3,160
Museum/Heritage	20,749	15,372
	 1,251,549	949,409

GENERAL FUND

CENTENALIOND				
Balance as at 1 April		248,400		221,520
Add: Total Income		1,073,845		924,271
Deduct: Total Expenditure		<u>1,251,549</u>		<u>949,409</u>
		70,696		196,382
Transfer (to)/from Reserves and Provisions:				
New Services	93,687		0	
Tree Planting	(20,000)		0	
Museum/Heritage	52,100		78,091	
Bus Shelters	(3,500)		3,855	
Ward Grants	19,393		(4,708)	
Town Grants	(1,217)		4,454	
FTC Elections	(10,200)		(10,200)	
Armed Forces Day	(3,445)		0	
Benches	0		(100)	
Play Areas	86,606		0	
CCTV Maintenance	(20,202)		0	
Christmas Events (Cheriton)	(420)		978	
Neighbourhood Fund (CIL)	(31,882)		(14,927)	
Lunches for Children	0		1,030	
Christmas Gifts for Children	0		(1,030)	
Guildhall Umbrella Project	3,117		(5,425)	
Outstanding Invoices	455	164,492	0	<u>52,018</u>
General Reserve Balance at 31 March		<u>235,188</u>		248,400

Balance Sheet as at 31 March 2023

Fixed Assets	2022/23 £		2021/22 £	
Freehold Land and Buildings	700,000		700,000	
Vehicles and Equipment	551,531		392,831	
Community Assets	2,335,905	3,587,436	2,335,905	3,428,736
		3,587,436		3,428,736
Current Assets				
Sundry Debtors	0		0	
HM Revenue & Customs - VAT	50,391		15,610	
Prepayments	0		0	
Stock Balance (Museum Merchandise)	895		1,051	
Current Bank Account	101,232		114,763	
Deposit Bank Account	50,00		250,000	
Short Term Investments	500,000		500,000	
Receipts Account	1,000		1,000	
Petty Cash	48		55	
Museum Shop Float	100		100	
Corporate Credit Card	1,500	705,166	1,500	884,172
Current Liabilities				
Sundry Creditors	2,332		3,078	
Receipts in Advance	6,154		7,513	
Accruals	41,784	50,270	40,983	51,574
Net Current Assets		654,896		832,598
Long Term Liabilities				
PWLB Outstanding Loan for Office Building	258,144	258,144 -	284,009	284,009
Net Assets		3,984,188		3,977,325

	2022/23 £	2021/22 £
Represented by:	~	~
Fixed Asset Restatement Account	3,587,436	3,428,736
PWLB Outstanding Loan for Office Building	(258,144)	(284,009)
Capital Receipts Reserve	, , ,	Ó
Earmarked Reserves and Provisions:-		
New Services	0	93,687
Tee Planting	20,000	0
Museum/Heritage	159,313	211,413
Tourism	4,735	4,735
Bus Shelters	3,500	0
Ward Grants	0	19,392
Town Grants	4,253	3,036
FTC Elections	30,600	20,400
Armed Forces Day	3,445	0
Salt Bins	6,168	6,168
Anti-Litter Campaign	2,000	2,000
Benches	100	100
Play Areas	13,395	100,000
CCTV Maintenance	20,203	0
Christmas Events (Cheriton)	2,669	2,249
Neighbourhood Fund (CIL)	68,820	36,938
Christmas Gifts for Children	2,217	2,217
Community Transport	71,303	71,303
Guildhall Umbrella Project	2,308	5,425
Outstanding Invoices	4,679	5,135
		93,687
General Reserve	235,188	248,400
	3,984,188	3,977,325

THE TOWN COUNCIL'S MISSION

THE TOWN COUNCIL'S MISSION

The theme for this review and our mission for the future is:

"To revitalise our town of Folkestone, restore civic pride and regenerate a community spirit."

We aim to do this by:

- Improving the appearance and quality of the environment in which we live
- Encouraging a greater participation in the governance of our town by all sectors of society
- Working in partnership with Folkestone and Hythe District Council, Kent County Council, and other organisations to improve the public services in the town
- Working in partnership with the business and leisure communities to improve the experience of our visitors and thereby encourage the growth of tourism
- Supporting the work of community groups and voluntary organisations with grant aid and coordinating their activities to improve the social fabric of our community
- Working in partnership with Folkestone and Hythe District Council's Crime and Disorder Reduction Partnership to reduce the level of crime and anti-social behaviour in the town and encouraging the socially excluded back into the fold
- Sustaining the principals of "Quality Gold Council" status, following accreditation

Future Events and Notes for your Diary

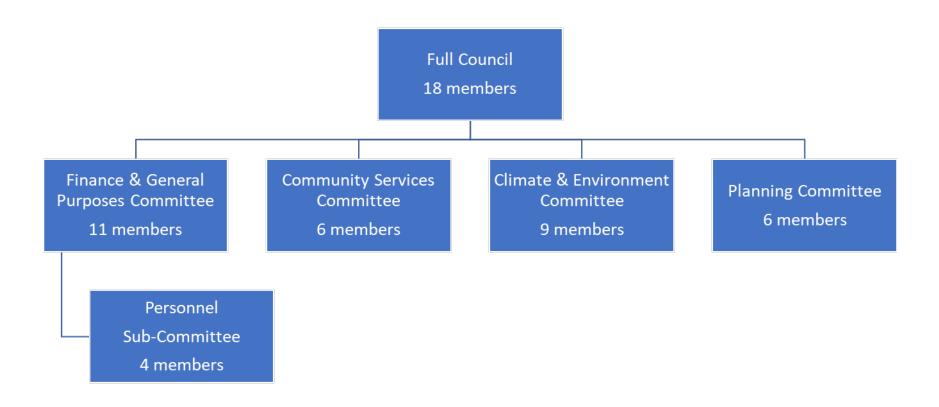
Date	Event
4 June 2023	William Harvey Sunday
6 June 2023	D - Day (NVA)
25 June 2023	AFD Folkestone
25 June 2023	Blessing of the Fisheries
30 June 2023	Canada Day
2 July 2023	Town Sunday
15 August 2023	VJ Day Anniversary
15 September 2023	Battle of Britain Wreath Laying
5 November 2023	Dedication of Garden of Remembrance
11 November 2023	Machine Gun Corps
12 November 2023	Remembrance Sunday
26 January 2024	Holocaust Memorial Day





COUNCIL STRUCTURE

The Council's decision-making process operates through a committee structure.



In the region of 50 Council/Committee meetings are held every year, together with a wide range of working group meetings.

Committee Meetings 2023/24

	Planning Committee	Community Services Committee	Climate & Environment	Finance & General Purposes Committee	Personnel Sub- Committee	Full Council
	19.00	19.00	Committee	19.00	18.00	19.00
	(Thursday)	(Tuesday)	19.45 (Tuesday)	(Thursday)	(Thursday)	(Thursday)
	(Thursday)	(Tuesuay)	17.45 (Tuesuay)	(Thursday)	(Thursday)	(Thursday)
April 2023	27	4 TUES	4 TUES	20	20	
						Tuesday 16 (Annual Council)
May 2023	25					Tuesday 23 (Town Assembly)
June 2023	29	6	6	15		15 (AGAR Meeting)
July 2023	27					
August 2023	24			31	31	
September 2023	28					21
October 2023	26	3	3	19		
November 2023	30					16
	TUES					
December 2023	19			14 (Budget)		
January 2024	25					11
February 2024	29	6	6	15	15	
March 2024	28					14
April 2024	25	2	2	18	18	
May 2024	30					Tuesday 7 (Annual Council) Tuesday 14 (Town Assembly)

(Please note that all meeting dates are <u>provisional</u> and may be subject to change and/or cancellation)

Community Services Committee

The Community Services Committee met five times in the past year. The Museum continues to go from strength to strength. The Committee wishes to acknowledge the continued achievement of the Museum Officers. We had another successful Christmas Light Switch On event, which many people attended. A very successful Armed Forces Day, celebrated with a meal at a local hotel. Our thanks go to all Officers for their support of the Town Council.



Councillor Roger West Chairman

Committee Members 2022/23: Councillors Paul Bingham, Nicola Keen, Ann Berry, Peter Gane, Belinda Walker and Roger West.

Planning Committee

This being the first complete year where the Planning Committee have met face to face since the beginning of the pandemic.

Typical planning applications being mainly small works, minor extensions, and renovations of properties. With most members of the Committee happy to give their consent if the building or alterations were in keeping within the area in which they were situated and did not have many negative responses from neighbours, whom might have been affected by the planning application.

Meetings are carried out in the meeting room at the Town Hall and are voted on by the Committee. These meetings are open to the public if they wish to attend.

Like previous years, some of the new developments were aimed at the 'luxury' end of the market with no major projects meeting the need for affordable housing for renting and buying.

Again, as in previous years, the Planning Committee were united when it came to applications that were environmentally friendly, especially to planting more and keeping trees in their designs.



Councillor Paul Bingham Chairman

Committee Membership 2022-23 – Councillors Paul Bingham, Jonathan Graham, Nicola Keen, Jackie Meade, Richard Wallace and Roger West.

Finance and General Purposes Committee

The Committee, which met six times during the financial year consists of those Councillors whose names are set out below.

The Committee's most important function is developing the annual budget for presentation to the Full Council and monitoring performance against said budget throughout the year.

CCTV continues to be improved around the town with new cameras added and maintenance carried out on existing cameras as required.

Councillor Connor McConville Chairman







Committee Membership 2022/23: Councillors Ray Field, Peter Gane, Jonathan Graham, David Horton, Dylan Jeffrey, Nicola Keen, Abena Akuffo-Kelly, Mary Lawes, Connor McConville, Tim Prater, and Belinda Walker.

Personnel Sub-Committee

This year has once again been both challenging and rewarding for Officers. Officers have continued to meet those challenges as they adapt to hybrid working conditions. There has been some change to the management structure of the Council where the Town Clerk, Jennifer Child's has retired. The Sub Committee wish Jennifer all the best for the future and thank her for the valued work, leadership, and dedication to the role over her time at Town Council.

The Sub Committee wish to thank the Finance Officer, Assistant Town Clerk and Officers for their continued support and dedication to their roles on behalf of Folkestone, making it a better place to live for all. The continued hybrid working brings challenges and rewards, not only to Officers but their families too. During these challenging times Officers have continued to meet the aims and objectives set out in the town's annual plan. One of those aims was to improve standards in the play areas the Council have taken over. The eight play areas that we have adopted from the District Council have been refurbished and are looking amazing. Officers work tirelessly with contractors to achieve good quality equipment in a safe environment. We hope they give a lot of enjoyment to the children of Folkestone.



I would also like to express my personal thanks to the Finance Officer and Assistant Town Clerk. They have had some very challenging times this past year and with great work ethics and dedication to the town, have continued to deliver excellent working standards with the Officer team, including our wonderful Museum Officers to achieve their goals.

I wish to thank my colleagues on the Sub Committee for all their support, dedication, and good work in meeting Officer needs as well as the aims and objectives of the Council. We have a new Town Clerk joining us soon who will bring a vast amount of knowledge, experience, and professionalism to the role. The future looks bright as we go forward and meet new challenges.

Councillor Mary Lawes, Chairman

Sub-Committee Membership 2022/23: Councillors Peter Gane, Mary Lawes, Connor McConville, and Belinda Walker.

Climate & Environment Committee

The Climate and Environment Committee consists of ten Councillors and has met four times throughout the year.

The Committee considers many items affecting our environment including the tree planting schedule, flower and shrub bed maintenance as well as commenting on the Play Parks Upgrade project. The Committee is committed to raising awareness of Fair Trade in the local community and putting the climate and environment at the heart of what we do.



Councillor Abena Akuffo-Kelly Chairman



Committee Members 2022/23: Councillors Abena Akuffo-Kelly, Ann Berry, Ray Field, David Horton, Connor McConville, Jackie Meade, Tim Prater and Richard Wallace.

Grants Awarded 2022/23

			AWARD
TYPE	ORGANISATION	PURPOSE	£
Т	HG Wells Short Story Competition	HG Wells Short Story Competition	600
Т	South Kent Mind	Young Persons Mental Wellbeing Courses	2,500
Т	Folkestone Rescue Ltd	Funding of a Supervisor Role	2,500
Т	A:dress	A:dress: Women, Girls, Fast Fashion	608
Т	Red Queen Television Ltd	Speedway Special Needs Silent Disco	950
Т	Violet Pictures	Folkestone Documentary Festival 2022	2,500
Т	MHA Communities Kent	MHACK Lunch Club	2,500
Т	Folkestone Academy (Turner Schools Trust)	Florida Trip – November 2023 (25 students)	1,250
Т	The Autism Apprentice CIC	Autism Advice Clinic	1,300
Т	Living Words Arts	Normal? Festival of the Brain	2,500
Т	Rotary Club of the Channel	The Channel Triathlon	1,500
Т	Strange Cargo	Charivari 2023	2,500
Т	Pavement Pounders	Ghost Tanks	200
Т	Folkestone Junior Chess Club (FJCC)	Club Enhancement and Expansion	2,500
Т	The Bayle Residents Association	The Bayle in Bloom	1,275
Т	Blades Fencing Club	Children's Fencing Project	925
Т	LAS Theatre	Yakety Yak	2,500
Т	Touchbase Care	Touchbase Variety Show	900
Т	Seaview Studio Ltd (Folkestone Music Town)	Music in May	2,500
Т	Folkestone Pride	Pride 2023	975
W	Play Areas Reserve	Folkestone Play areas	7,539
W	All Souls' Church Community Hall	Winter Warmer Sessions	550
W	Cheriton Christmas Reserve	Cheriton Christmas Festivities	550
W	Cheriton Christmas Lights	Cheriton Christmas Festivities	2,040
W	United Response	Local Larder	500
W	Feeding Folkestone	Folkestone Community Fridge	1,350

W	Radnor Park Community Group	Petanque in the Park	500
W	The Chambers	Make a Stand for Music	774
W	Friends of Folkestone Cemetery	Maintenance of the cemetery grounds	209
W	Hanover House Residents Group	Jubilee Party	100
W	Speedway at Arc House	Speedway Silent Disco	200
W	Kent Refugee Action Network (KRAN)	Film Project	470
W	Touchbase Care	The People's Performance	100
W	RBL Cheriton and Morehall Branch	QE 11 Platinum Jubilee Tree Project	700
W	Violet Films	Folkestone Documentary Festival 2022	500
W	Folkestone Performing Arts Centre	Actor Training for Local Theatre Makers	100
W	Folkestone Academy	Florida Trip – November 2023 (25 Students)	824
W	Holy Trinity Parish Church	Christmas Tree and Nativity	100
W	St Mary & St Eanswythe Church	Restoration of the Cavalry, a First World War Memorial	200
W	Turner Schools	Christmas Dinner for Struggling Families	901
W	Ensors	Christmas Community	1,202
W	The Bayle Residents Associations	The Bayle in Bloom	200
W	Pavement Pounders CIC	Ghost Tanks	300
W	Folkestone Safe Harbour	Community Sponsorship	100
W	Beats by Girlz UK CIC	Drop in Sessions	100
W	Shepway Spectrum Arts CIC	Therapeutic Artworks to Improve Wellbeing	150
W	St George's Church	Defibrillator Station	150
W	Holy Trinity Church	Monday Music	78
W	The Bayle Residents Association	Coronation Street Party	100
W	Go Folkestone Action Group	Royal Victoria Pier Foundation Stone Project	50
W	Pavement Pounders CIC	Voicing our Past	200
W	Community Garden Group	Community Garden Development	250
W	Martello Primary School	Reading Reward	250
W	Tyson Road Residents Association	Children's Christmas Party	450
W	RBL, Cheriton and Morehall Branch	Purchase of new Standard Bearers Sling	137
W	Books for Change	Inclusive story time sessions	230
W	Folkestone Fringe	Little Amal	300
W	Friends of St Mary's School	Playground Shelter	500

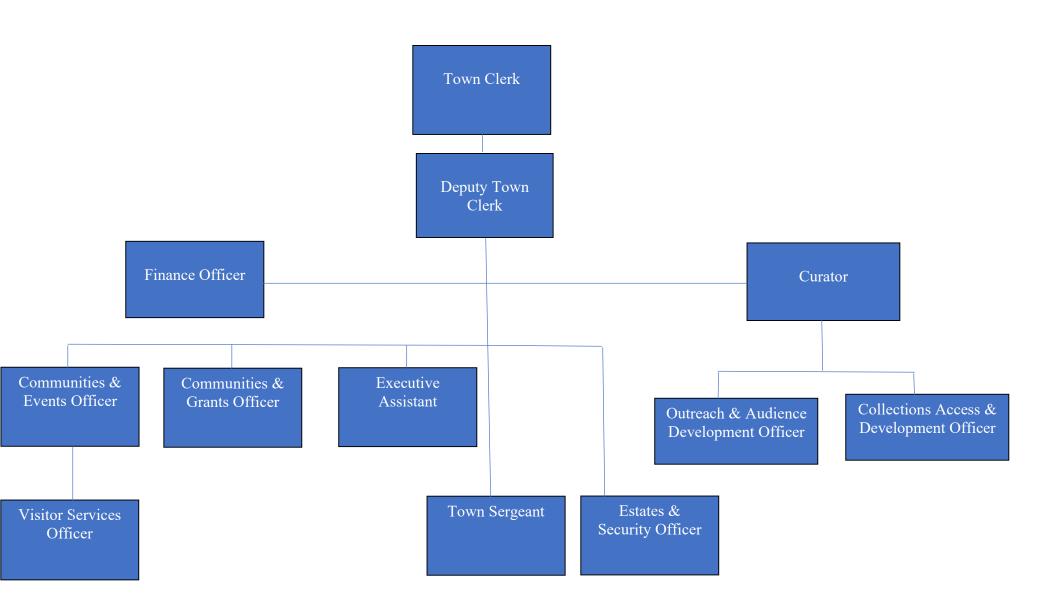
W	Folkestone Amateur Boxing Club	Annual Boxing Fundraising event	200
W	Tree Reserve	Tree Removal Bolton Road	420
W	99 (Folkestone) Squadron RAF Air Cadets	Operation Classroom	280
W	Harmer & Sons		55
W	Folkestone Music Town	Securing Bench – Cubitt House	500
		Music in May	
W	St Eanswythes Primary School	Foodbank	400
W	Friends of St Mary's School	Replacement items	250
W	Dover Road Social Club	Charity Music & Family Fun Day	250
W	Folkestone Fishing & Heritage History Group	Samuel Plimsoll mural	241
W	Folkestone Fishing & Heritage History Group	Site Safety	240
W	Social Media for Schools	Stella Maris Social Media Management	750
W	Our Lady Help of Christians Church	Summer Holiday Club 2023	899
W	Beacon Plus	Community Café in Folkestone	1,249
W	Action on Homelessness Folkestone	Hot meals on Tuesdays and Thursdays	943
W	Shepway Brass Academy	Percussion Instruments/Hearing Protection	967
W	Folkestone Festivals	Bands at the Bandstand 2023	1,000
W	Strange Cargo	Charivari 2023	1,000
W	Cheriton Pentecostal Church	Youth & Community Outreach	1,000
W	St Andrews Methodist Church	Warm Spaces	150
W	St Eanswythes School PTFA	Bike Shed	400
W	St Andrews Methodist Church	Warm spaces	150
W	Cheriton Baptist Church	Warm space	300
W	Incredible Edible Cheriton and Broadmead	Revamp of bed at All Souls	57
W	South Kent MIND	IT Equipment	250
W	Folkestone Safe Harbour	Sponsor a Refugee	50
W	United Response	Christmas Activities	100
W	All Souls Church	Laptop for admin	200
W	RBL Cheriton and Morehall Branch	Tree Planting Equipment	50
W	Hope for Tomorrow	Cuppa for Cancer Care	100
W	Baby Basics	Baby equipment for families in need	50
W	Bumps and Babies	Folkestone Maternity clothes library	27
W	All Souls Church	Purchase of Vacuum	100
	•	•	•

W	All Souls Church	Purchase of step ladder	50
W	Colin Hodges	Jubilee Garden Party – Birkdale Drive	280
W	Barry Lock	Jubilee Garden Party – Birkdale Drive	50
W	Hanover House Residents Group	Jubilee Party	150
W	Folkestone Fringe	A Sense of Place	150
W	Touchbase Care	The People's Performance	150
W	Homestart Shepway	Building Bright Futures	200
W	Holy Trinity Parish Church	Christmas Tree and Nativity	150
W	Holy Trinity Church Sea Scout Group	Training for waterborne activities	250
W	Beats by Girlz UK CIC	Drop in sessions	250
W	South Kent MIND	Mental Health workshops for Folkestone's schools	200
W	Folkestone Women's Forum	Take up Space 2023	200
W	Folkestone Climate Carnival	Folkestone Climate Carnival	100
W	Strange Cargo	The resident platform	100
		Total	£70,845





Staffing Structure



Officer Contact Details

Mr Stephen Nash Town Clerk Tel: 01303 257946

Tel: 01303 257946				
Email: stephen.nash@folkestone-tc.gov.uk				
Roland Domingo	Toni Brenchley			
Finance Officer	Deputy Town Clerk			
Tel: As above	Tel: As above			
Email: roland.domingo@folkestone-tc.gov.uk	Email: toni.brenchley@folkestone-tc.gov.uk			
Georgina Wilson	Ian Bishop			
Executive Assistant	Town Sergeant			
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Darran Cowd	Liz Timmins			
Curator	Communities & Grants Officer			
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Collections Access & Development Officer	Communities & Events Officer			
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Neil Shuttleworth				
Estates & Security Officer				
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Your Local Councillor

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(Lubbut)	Tel:	
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Jonathan Graham (Breakthrough)	Ward:	Cheriton East
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Peter Gane (Independent)	Ward:	Cheriton West
142 Shaftesbury Avenue, Cheriton	Tel:	01303 276652
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Nicola Keen (Labour)	Ward: Harbour
,	Tel: 07540053284
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Tim Prater (Liberal Democrat)	Ward: Harvey West
98a Sandgate High Street, Sandgate	Tel: 01303 210300
CT20 3BY	Email: tim.prater@folkestone-tc.gov.uk



Salubritas et Amoenitas

Delightfulness and Healthiness