

FOLKESTONE TOWN COUNCIL



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Date of publication: 14th September 2023

AGENDA

Meeting: **Folkestone Town Council**
Date: **21st September 2023**
Time: **7.00 p.m.**
Place: **Town Council Chamber, Town Hall, 1-2 Guildhall Street, Folkestone**

To: **Town Councillors**

YOU ARE HEREBY SUMMONED to attend a meeting of the Folkestone Town Council on the date and at the time and place shown above to transact the business shown on the agenda below. The meeting will be open to the press and public.

Any member who wishes to have information on any matter arising on the agenda which is not fully covered in these papers is requested to contact the Town Clerk prior to the meeting.

Stephen Nash

Mr Stephen Nash
Town Clerk

PUBLIC QUESTIONS

Up to 15 minutes shall be allowed for public questions from registered electors to be put to the Council in accordance with the Council's approved Standing Orders. Questions may not be answered at the meeting if they require further investigation, a written response will be sent after the meeting.

1. **APOLOGIES FOR ABSENCE**

To receive and approve any apologies for absence.

2. **DECLARATIONS OF INTEREST**

To receive any declarations of either personal or prejudicial interest that Members may wish to make.

3. **MINUTES**

To receive the Minutes of the meeting of the Full Council Meeting held on 10th August 2023 and to authorise the Town Mayor to sign them as a correct record.

4. TOWN GRANT APPLICATIONS

The following Town Grant applications have been received and assessed by members on merit against five categories. Applicants requesting town grants £1000 and over, will answer any questions that the Council may have. Applications will be considered later in the meeting.

Ref	Applicant	Purpose	Amount requested
1	Strange Cargo	The Resident Platform	£2,500.00
2	The Harvey Grammar School	Literature Wall Murals *Withdrawn	£0.00
3	Folkestone Gospel Singers	Singing For Health	£800.00
4	H G Wells Short Story Competition	H G Wells Short Story Competition 2023	£600.00
5	Screen South	Folkestone Documentary Festival	£2,500.00
6	Cheriton Baptist Church	Urban Pastors	£2,000.00
7	Disabled Friends and Family	Disabled Cycling Project	£920.00
8	St Eanswythes School	Beach School Equipment	£767.11
9	Living Words Arts	Wintering	£2,500.00
10	Sunflower House	Folke Art	£2,000.00
11	Folkestone Optimist Hockey Club	Schools Outreach Programme	£2,500.00
	Total		£17,087.11

5. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

6. MINUTES OF THE PLANNING COMMITTEE

To receive the Minutes of the above Committee's meetings of 27th July 2023.

7. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

To receive the Minutes of the above Committee's meeting of 15th June 2023.

8. MATTERS AND RESOLUTIONS FROM COMMITTEES

(items in bold italic have been brought forward for debate, remaining items to be noted)

i. Finance and General Purposes Committee – 2023/24

That the Minutes of the meeting of the Finance and General Purposes Committee held on 15 June 2023 include the voting numbers and be received for signing as a correct record at the next Full Council meeting on the 21 September 2023.

9. COMMITTEE MEMBERSHIP

Due to a conflict of interest, Cllrs Keen and Meade will step down from the Planning Committee, Cllrs Darling and McGirr are suggested replacements.

10. WILLIAM HARVEY SUNDAY COMMEMORATION REPORT

Report C/23/341 gives alternative ways of supporting the William Harvey Commemoration as per minute 1983 at the previous Council meeting.

11. SAMUEL PLIMSOLL COMMEMORATION REPORT

Report C/23/342 provides an overview of the annual Commemoration following the request for the Town Council to take on this service as a Civic Event.

EXCLUSION OF PRESS AND PUBLIC

The press and public are to be excluded for the remainder of this meeting under Section 1, sub-section 2, of the Public Bodies (Admission to Meetings) Act 1960 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business.

12. TOWN GRANT SCORES

Members' scores have been reconciled and the exempt table provided sets out the percentage scored and the calculated final award which is based on combined scores and available budget in accordance with Council's adopted guidelines. The Council is asked to approve the final award.

13. DATE OF NEXT MEETING

Thursday, 16th November 2023

Councillors on Committee

Cllr Abena Akuffo-Kelly
Cllr Charlie Bain Smith
Cllr Bridget Chapman
Cllr Jane Darling
Cllr Laura Davison
Cllr Christine Dickinson
Cllr Peter Gane
Cllr Nicola Keen
Cllr Keiran Leigh
Cllr Adrian Lockwood
Cllr Connor McConville
Cllr Liz McShane
Cllr Lucy McGirr
Cllr Jackie Meade
Cllr Tim Prater
Cllr John Renshaw
Cllr Belinda Walker
Cllr Roger West

Parking available for Councillors @ 6.00pm on the precinct area at the front of the Town Hall.



Folkestone Town Meeting

MINUTES of the Full Council Meeting held at the Town Hall, Folkestone on Thursday, 10th August 2023 at 7.00 p.m.

TOWN COUNCILLORS PRESENT: Councillors Abena Akuffo-Kelly, Charlie Bain Smith (7.06pm), Bridget Chapman, Jane Darling, Laura Davison, Christine Dickinson, Peter Gane, Nicola Keen, Adrian Lockwood, Connor McConville, Lucy McGirr, Liz McShane, Jackie Meade, John Renshaw, Belinda Walker, Roger West.

ABSENT: Councillor Kieran Leigh

IN ATTENDANCE: Stephen Nash - Town Clerk
Toni Brenchley – Deputy Town Clerk
Ian Bishop – Town Sergeant

1969. APOLOGIES

Apologies were received from Councillor Tim Prater.

RESOLVED: To accept the apologies from Councillor Tim Prater

Proposed: Councillor Jackie Meade
Seconded: Councillor John Renshaw

1970. DECLARATIONS OF INTEREST

There were no declarations of interest.

1971. MINUTES

The Council was asked to receive and authorise the Minutes of the Full Council Meeting held on 15th June 2023 and to ask the Town Mayor to sign them as a correct record.

RESOLVED: That the Minutes of the Full Council Meeting held on 15th June 2023 be received and signed as a correct record.

Proposed: Councillor Nicola Keen
Seconded: Councillor Roger West

1972. PUBLIC QUESTIONS

There were no public questions received.

1973. MAYORS COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor reported on a busy few months since the last meeting and thanked the organisers of these events as well as the Deputy Mayor, Cllr Akuffo Kelly, and Past Mayor, Councillor Nicola Keen, for standing in for events she was unable to attend.

Councillor Charlie Bain Smith joined the meeting

1974. MINUTES OF THE PLANNING COMMITTEE

RESOLVED: That the Minutes of the Planning Committee's meetings of 23rd February, 30th March, 27th April and 25th May 2023 be received and signed as a correct record.

Proposed: Councillor Nicola Keen

Seconded: Councillor Jackie Meade

1975. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

RESOLVED: To reinstate recording the numbers voting 'For', 'Against' and 'Abstaining' for all Committees

Proposed: Councillor Nicola Keen

Seconded: Councillor Bridget Chapman

Voting: F: 16, Ag: 0, Ab: 0

RESOLVED: That the Minutes of the Finance and General Purposes Committee's meetings of 16th February and 20th April 2023 be received and signed as a correct record and the minutes of the 15th June 2023 be deferred until the next Full Council meeting

Proposed: Councillor Peter Gane

Seconded: Councillor Jackie Meade

Voting: F: 16, Ag: 0, Ab: 0

1976. MINUTES OF THE COMMUNITY SERVICES COMMITTEE

RESOLVED: That the Minutes of the Community Services Committee's meeting of 7th February and 4th April 2023 be received and signed as a correct record.

Proposed: Councillor Roger West

Seconded: Councillor Abena Akuffo-Kelly

Voting: F: 16, Ag: 0, Ab: 0

1977. MINUTES OF THE CLIMATE & ENVIRONMENT COMMITTEE

RESOLVED: That the Minutes of the Climate & Environment Committee's meetings of 9th February and 4th April 2023 be received and signed as a correct record.

Proposed: Councillor Abena Akuffo-Kelly

Seconded: Councillor Jackie Meade

Voting: F: 16, Ag: 0, Ab: 0

1978. MATTERS AND RESOLUTIONS FROM COMMITTEES

i. Planning Committee – 2023/24

Noted

ii. Community Services Committee – 2023/24

Noted

- iii. **Climate & Environment Committee – 2023/24**
Noted
- iv. **Finance and General Purposes Committee – 2023/24**
Noted
- v. **Personnel Sub-Committee – 2023/24**
Noted

1979. WARD GRANTS

The Town Clerk advised on proposed amendments to applications for the Ward Grants, following legal advice from KALC and Council HR and Governance Support.

RESOLVED: That the Grants Committee be a Sub-committee of the Finance & General Purposes Committee. F&GP to therefore decide on the Committee membership.

Proposed: Councillor Peter Gane
Seconded: Councillor Nicola Keen
Voting: F: 16, Ag: 0, Ab: 0

1980. APPOINTMENT OF BANK SECRETARIES

It was noted that the Town Clerk and Finance Officer have been appointed as the Secretaries for the business bank mandate.

1981. APPOINTMENT TO COMMITTEES AND SUB COMMITTEES

RESOLVED: That Councillor Jackie Meade stand down from Finance & General Purposes Committee and be replaced by Councillor Bridget Chapman to enable her to sit on the Personnel Sub-Committee.

Proposed: Councillor Jackie Meade
Seconded: Councillor Lucy McGirr
Voting: F: 16, Ag: 0, Ab: 0

1982. TWINNING

Report C/23/339 was received by Councillors.

RESOLVED: To withdraw the restriction of '£100 per annum of public money being spent on furthering the relationship with the Nepalese community' (minute 1639), as it was felt to be discriminatory against the Nepalese community as all sectors of the community should be treated equally.

Proposed: Councillor Jackie Meade
Seconded: Councillor Peter Gane
Voting: F: 16, Ag: 0, Ab: 0

1983. WILLIAM HARVEY SUNDAY COMMEMORATION

Report C/23/338 proposed changes for the annual William Harvey Commemoration.

RESOLVED: That the item be deferred and options be provided on alternative ways to continue supporting as a civic event, whilst also reducing costs.

Proposed: Councillor Peter Gane

Seconded: Councillor Nicola Keen

Voting: F: 16, Ag: 0, Ab: 0

1984. FUNDRAISING AND SPONSORSHIP STRATEGY AND PROCEDURE

Councillors considered the proposed strategy and procedure.

RESOLVED: That the Fundraising and Sponsorship Strategy and Procedure be adopted with the addition of '2.6 Councillors will be emailed prior to acceptance'.

Proposed: Councillor Nicola Keen

Seconded: Councillor Peter Gane

Voting: F: 16, Ag: 0, Ab: 0

RESOLVED: That the Fundraising and Sponsorship Strategy and Procedure be reviewed every six months.

Proposed: Councillor Nicola Keen

Seconded: Councillor Peter Gane

Voting: F: 16, Ag: 0, Ab: 0

1985. DATE OF THE NEXT MEETING

21st September 2023 at 7.00 p.m. – Ordinary Full Council Meeting

The meeting concluded at 7.52 pm.

.....Town Mayor

Folkestone Town Council

Minutes of the Planning Committee Meeting held on Thursday 27th July 2023 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.

PRESENT: Councillors Jackie Meade, Nicola Keen (Chair), Laura Davison, Christine Dickinson and John Renshaw.

ABSENT: Councillor Charlie Bain Smith

OFFICER PRESENT: Toni Brenchley (Deputy Town Clerk)

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

Councillor Laura Dickinson declared an interest in planning application 23/0687/FH.

3. PLANNING COMMITTEE MEETING 25th May 2023

The Committee was asked to receive the Minutes of the meeting of the Planning Committee held on 25th May 2023 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Planning Committee held on 25th May 2023 be received and that the Chair of the meeting be authorised to sign them as a correct record.

Proposed: Councillor Nicola Keen

Seconded: Councillor John Renshaw

4. PLANNING APPLICATIONS

Application no	23/0687/FH
Location	46 Alder Road
Proposal	Single storey rear extension with pitched tile covered roof & glazed gable, over Bi-fold patio doors.
Closing date	4.8.23
Comment	No objection
Application no	23/1082/FH
Location	1A St Michaels Street
Proposal	Change of use of ground floor to residential (Use Class C3) and first floor extension to provide 2 x one-bedroom flats.

Comment	Objection: The application is incomplete as there is no letter from MOTIS attached to the Planning Statement. Therefore, there is no evidence that the property has been marketed for 12 months.
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RECONSULTATION

Application no	22/1077
Location	Cheriton Parc House, Cheriton High Street
Proposal	Conversion of Cheriton Parc House to 31 x one- and two-bedroom apartments, and the development of 19 purpose built 1 and 2 bed affordable apartments, the redevelopment of land to the rear to create a total of 36 dwellings (comprising 20 x 3-bedroom two storey dwellings and 16 x 4 bedroom 3 storey height townhouses) with associated landscaping and parking.
Closing date	17.8.23
Comment	<p>Objection: Unacceptable loss of trees and biodiversity. Also, over intensive for the area with no information of CIL money for local schools, doctors, and infrastructure. Cllr R Wallace believed that the original tree cover was part of a jubilee donation scheme and requested a full tree planting schedule (28.7.22).</p> <p>Objections raised in letters from KCC and Highways & Transport have not been addressed.</p> <p>The number of units are incorrect in a number of the documents, as per the Highways letter.</p> <p>It would appear under the new Ecological Assessment recommendations have been put forward and we would like to see these in any conditions attached.</p>

5. PREMISES LICENCE

Application no	PR202303-87894
Location	The Goods Yard Bar, Harbour Approach Road, Harbour Arm
Licensable activities	Alcohol OFF Sales
Closing date	1.8.23
Comment	No objection.

Application no	PR202306-91381
Location	The London & Paris Hotel, 28-30 Harbour Street
Licensable activities	Alcohol ON and OFF sales
Closing date	7.8.23

Comment No objection as long as OFF sales are to residents only, as per the application.

6. LATE PLANNING APPLICATIONS

Application no 23/0855/FH
Location Flat 4, 17 Grimston Gardens
Proposal Replacement windows
Closing Date 17.8.23
Comment No objection.

Application no 23/1079/FH
Location Car Park Folkestone West Railway Station
Proposal Retrospective application for the change of use of part of the station car park (Sui Generis use) to a farmers' market (Use Class E(a)) for a period of 3 years.
Closing date 9.8.23
Comment No objection.

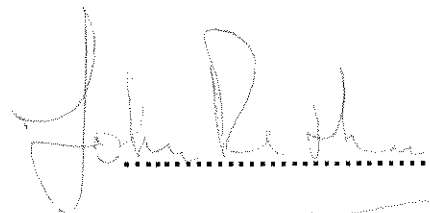
Application no 23/0989/FH
Location 35 Bradstone Avenue
Proposal Change of use from a single dwelling to a self-contained lower ground/ground floor flat and upper-level maisonette flat, and lower ground floor rear extension.
Closing date 10.8.23
Comment No objection subject to neighbours' comments.

Application no 23/114/FH/TCA
Location Land Adjoining 24 Grimston Gardens
Proposal Works to trees in a Conservation area comprising of 2 x Holly (T1, T2) reduce height to bring in level with hedgerow, 1 x Hedgerow (H1) prune to 2 metres in height and by 0.5 metres laterally, pruned by 2 metres in section overhanging pathway, 1 x Lawson's Cypress (H2) prune 0.5 metres laterally & 1 x Sycamore (T3) crown life by 1 metre.
Closing Date 18.8.23
Comment No objection subject to Tree Officer's views.

7. DATE OF NEXT MEETING

Thursday 24th August 2023

The meeting concluded at 8.15pm

 Chair

FOLKESTONE TOWN COUNCIL

MINUTES of the Finance and General Purposes Committee Meeting held at Folkestone Town Council Offices, Town Hall, 1-2 Guildhall Street, Folkestone on Thursday, 15th June 2023 at 7.00 p.m.

PRESENT: Councillors Belinda Walker, Jane Darling, Connor McConville (Chair), Adrian Lockwood, Jackie Meade, Laura Davison, Christine Dickinson, Kieran Leigh, Tim Prater, Peter Gane.

ABSENT:

OFFICERS PRESENT: Stephen Nash – Town Clerk
Roland Domingo – Finance Officer

1545. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Nicola Keen due to work commitments.

RESOLVED: The Committee received and approved the apologies.

Proposed: Councillor Jackie Meade
Seconded: Councillor Christine Dickinson
Voting: F:10, Ag:0, Ab:0

1546. APPOINTMENT OF CHAIRMAN

Nominations for the appointment of Chairman of Finance and General Purposes Committee for the 2023/24 Municipal Year were sought.

RESOLVED: That Councillor Connor McConville be appointed Chairman of Finance and General Purposes Committee for the 2023/24 Municipal Year.

Proposed: Councillor Tim Prater
Seconded: Councillor Christine Dickinson
Voting: F:10, Ag:0, Ab:0

1547. APPOINTMENT OF VICE CHAIRMAN Nominations for the appointment of Vice Chairman of Finance and General Purposes Committee for the 2023/24 Municipal Year were sought.

RESOLVED: That Councillor Tim Prater be appointed as Vice Chairman of Finance and General Purposes Committee for the 2023/24 Municipal Year.

Proposed: Councillor Connor McConville
Seconded: Councillor Jane Darling
Voting: F:10, Ag:0, Ab:0

1548. DECLARATIONS OF INTEREST

There were no declarations of interest.

1549. MINUTES

The committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 20 April 2023.

RESOLVED: That the Minutes of the meeting of the Finance and General Purposes Committee held on 20 April 2023 be received and signed as a correct record.

Proposed: Councillor Connor McConville

Seconded: Councillor Belinda Walker

Voting: F:10, Ag:0, Ab:0

1550. REVIEW OF THE TERMS OF REFERENCE

In line with the Town Council's adopted standing orders, the Committee was asked to consider its new Terms of Reference.

RESOLVED: That the new Terms of Reference to be deferred to the next Finance and General Purposes meeting in 31 August 2023.

Proposed: Councillor Tim Prater

Seconded: Councillor Christine Dickinson

Voting: F:10, Ag:0, Ab:0

1551. WORKING GROUPS 2023/24

The Committee was asked to note and approve nominations for the membership of the Folkestone & Hythe District Council/Folkestone Town Council Working Group for the 2023/24 Municipal Year.

RESOLVED: That the FHDC/FTC Partnership Working Group should comprise of the Town Clerk, Town Mayor and Chairs of the standing committees. The Deputy Mayor and Vice-Chairs will act as substitutes if required.

Proposed: Councillor Connor McConville

Seconded: Councillor Belinda Walker

Voting: F:10, Ag:0, Ab:0

1552. SCHEDULE OF PAYMENTS

The Committee considered the schedule of payments made between 1 April 2023 and 31 May 2023.

RESOLVED: That the Schedule of Payments for the period 1 April 2023 to 31 May 2023 be approved.

Proposed: Councillor Tim Prater

Seconded: Councillor Connor McConville

Voting: F:10, Ag:0, Ab:0

1553. BUDGET MONITORING STATEMENT 2023/24

The budget monitoring statement to the 31 May 2023 was received by the Committee.

RESOLVED: That the Budget Monitoring Statement to 31 May 2023 be approved.

Proposed: Councillor Peter Gane
Seconded: Councillor Jackie Meade
Voting: F:10, Ag:0, Ab:0

1554. BANK RECONCILIATION

The bank reconciliation statement as at 31 May 2023 was noted by the Committee.

1555. REVIEW OF CHANGES OF THE WARD GRANT POLICY

RESOLVED: That the changes of the Ward Grant Policy be received, with the amendments to remove the capitalised ONLY on section 5, remove section 20 paragraph and to provide further information to what financial information is specifically required stated on section 16.

Proposed: Councillor Laura Davison
Seconded: Councillor Kieran Leigh
Voting: F:10, Ag:0, Ab:0

1557. DATE OF NEXT MEETING: 31st August 2023 at 7:00pm.

The meeting concluded at 7.36pm

Chair.....

Date.....

This report will be made
public on 14 September
2023

**Folkestone
Town Council**



REPORT NUMBER C/23/341

To: Full Council
Date: 21 September 2023
Responsible Officer: Town Clerk
Subject: William Harvey Sunday Commemoration

SUMMARY:

As requested at Full Council on 10 August 2023, the report provides an alternative way of continuing to support the William Harvey Commemoration at a lower cost, as per minute 1983:

1983. WILLIAM HARVEY SUNDAY COMMEMORATION

Report C/23/338 proposed changes for the annual William Harvey Commemoration.

RESOLVED: That the item be deferred and options be provided on alternative ways to continue supporting as a civic event, whilst also reducing costs.

Proposed: Councillor Peter Gane

Seconded: Councillor Nicola Keen

Voting: F: 16, Ag: 0, Ab: 0

REASONS FOR RECOMMENDATIONS:

The cost of supporting this event has gradually increased over a number of years, due to additional requirements in relation to road closures/health and safety and increasing costs for refreshments.

RECOMMENDATIONS

1. To receive and note Report C/23/341.
2. The current budget be reduced from £1,000 to £150 for 2024/2025.
3. That FTC write to the Harveian Society and advise them of the changes that the Town Council will make to the event in 2024.

Aims and Objectives – Effective use of Council funds and value for money for the taxpayer.
Financial Implications – Reduction in William Harvey Commemoration Budget from £1,000 in 2023/2024 to £100 for 2024/25.
Equal Opportunities – Access to all
Environmental Issues - No material implications

1. INTRODUCTION

The Town Mayor is invited to lunch with the Harveian Society at The Burlington Hotel, which is followed by a procession along The Leas to the William Harvey Statue in Langhorne Gardens where a short commemorative service takes place. Following the service the guests return to the Burlington Hotel for the Mayor's afternoon tea.

Historically FTC has been the lead organiser for the event following the Harveian lunch at the Burlington Hotel.

2. CURRENT PROVISION

2.1 Chaplets

FTC provide chaplets for the Town Mayor, The Harveian Society and the Medical Society of London.

2.2 Traffic Management

In more recent years, the District Council has requested manned road closures be put in place for approximately 30 minutes for the 10-15 minute service to take place safely.

2.3 Reception/Afternoon Tea

Following the service, the procession returns to The Burlington Hotel where the Mayor hosts an afternoon tea for guests, comprising of Town Councillors, a representative from the Harvey Grammar School and approximately 15 members of the Harveian Society of London. In 2023 the council funded the afternoon tea where £652 was spent on cake for 40 people and in the opinion of the Town Clerk this is not a proper use for council resources.

2.4 Budget

The Town Council has an annual budget of £1,000 and approximately 40 no. guests take part.

The costs for 2023/24 are broken down as follows:

Chaplets x 3	£120.00
Reception/Afternoon Tea	£652.00
Traffic Management	£450.00
Total	<u>£1,222.00</u>

3.0 PROPOSED PROVISION

Based on the increasing costs and low level of attendance, particularly from members of Folkestone's community, it is recommended that the annual budget be reduced to £150 for 2024/25 to cover the costs of the chaplets and refreshments.

It is suggested that the Town Mayor and civic party attend the William Harvey Statue along with her Chaplain at 1530 hrs to meet with representatives of the Harveian Society, to place the chaplets and have a brief service.

Two members of staff would be present to act as stewards to ensure the safe crossing from The Leas onto a cordoned off area in front of the statue and prevent guests from stepping into the road. This should negate the need for road closures. (NB If the attendance was to increase significantly, the requirement for a road closure would need to be reinstated for the safety of those in attendance).

It is suggested that the procession could then depart from the statue and process down The Leas pathway, through St Mary & St Eanswythe's Churchyard and into Church Lane, where they could pause for a short prayer at the plaque that is placed above the gateway identifying the approximate site of the family home where William Harvey was born.

The proposed route is attached at Appendix A.

A small reception with tea/coffee and cake could then be held at the Town Hall for all guests which would reduce the cost of refreshments significantly. The chaplets could also be reduced to 2 no. as there is no longer a requirement for the Medical Society of London, due to non-attendance in recent years.

The costs incurred would therefore be estimated as follows:

Chaplets x 2	£80.00
Reception/Afternoon Tea	<u>£50.00</u>
Total	<u>£130.00</u>

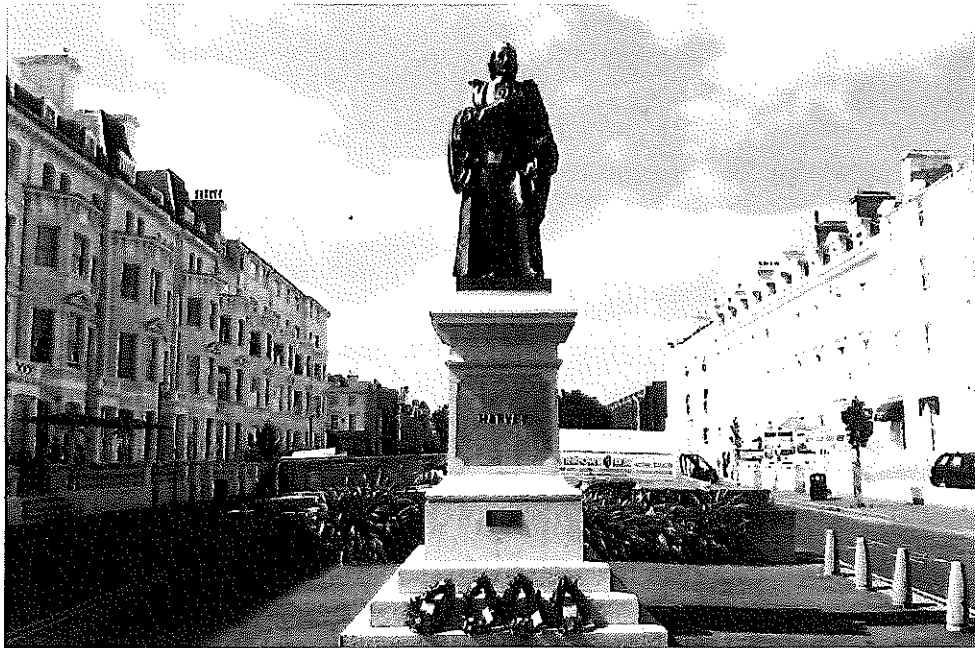
In addition to the Town Sergeant, at least one other member of staff would need to be in attendance for which TOIL would be reclaimed.

4.0 CONCLUSION

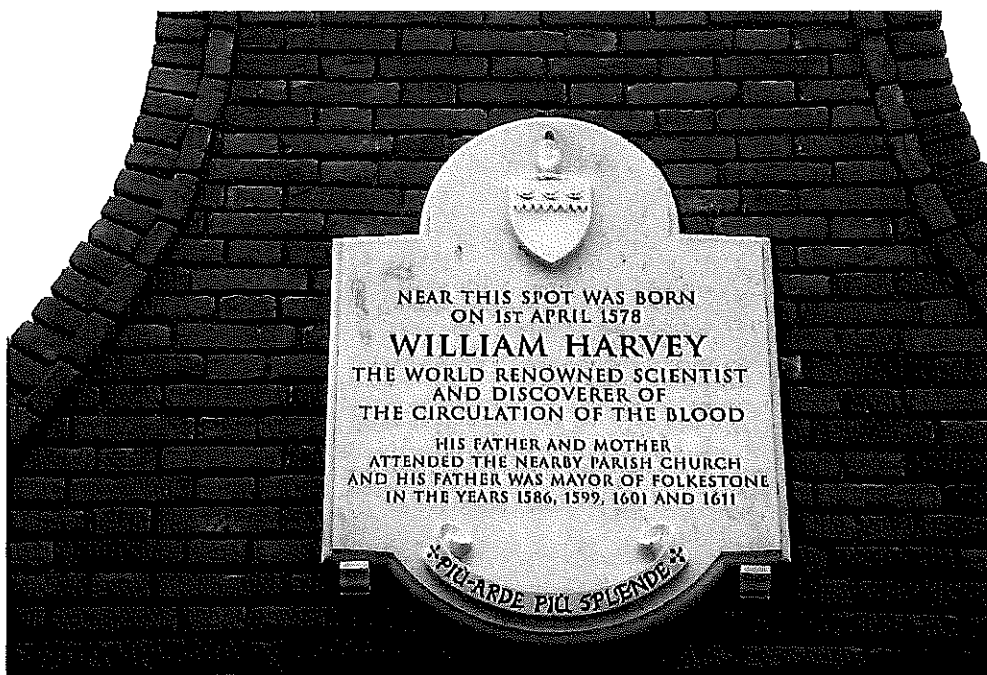
The above proposals provide a way forward for continuing to support the annual William Harvey Commemoration, whilst also reducing costs ensuring the effective use of Council funds and best value for the tax-payer.



- William Harvey Statue
- William Harvey Plaque



William Harvey Statue, Langhorne Gardens



William Harvey Plaque, Church Lane

This report will be made
public on 14 September
2023

**Folkestone
Town Council**



REPORT NUMBER C/23/342

To: Full Council
Date: 21 September 2023
Responsible Officer: Town Clerk
Subject: Samuel Plimsoll Commemoration

SUMMARY:

This report provides an overview of the annual Samuel Plimsoll commemoration organised by the community based Plimsoll Committee and their request for the Council to take this on as a civic event.

REASONS FOR RECOMMENDATIONS:

Samuel Plimsoll (10 February 1824 – 3 June 1898) was a British politician and social reformer, mostly remembered for having devised the Plimsoll line. Samuel died in Folkestone on 3 June 1898, and is buried in St Martin's churchyard, Cheriton.

Each year a commemoration is organised by an independent group, the Plimsoll Committee, at St Martin's Church. The Plimsoll Committee is now disbanding, after having successfully commemorated the memory of Samuel Plimsoll for many years.

The Committee have therefore approached the Town Clerk to request that the Town Council continue organising the annual commemoration.

RECOMMENDATIONS:

1. To receive and note Report C/23/342.
2. That FTC adopt the Samuel Plimsoll Commemoration at St Martin's Church as a civic event.
3. A budget of £200 be allocated to the Samuel Plimsoll Commemoration.

1.0 OVERVIEW OF THE COMMEMORATION

- 1.1 The Samuel Plimsoll Commemoration takes place at St Martin's Church.
- 1.2 The event is usually held on the Saturday closest to the anniversary of Plimsoll's death: 3 June.
- 1.3 The service/commemoration currently consists of the following:
 - A 15 minute service in church
 - Wreath-laying at the grave in the churchyard by local Town Mayors and a member of the Samuel Plimsoll Memorial Campaign, lasting for approximately 15 minutes, culminating with a short prayer by the leader of the above service.
 - Talk in the church — about 30 to 45 minutes for the talk by an invited speaker on a related maritime topic or some aspect of Samuel Plimsoll's history, followed by 15 to 30 minutes of questions from the floor.
 - Refreshments in the church
 - Retiring collection at around 5.00 pm
- 1.4 The Cinque Port Mayors and Chairman of F&H District are invited to attend the commemoration. The event is open to the public to attend.

2.0 STAFF RESOURCES

- 2.1 An officer will be required to:
 - Liaise with the church regarding service and refreshments
 - Prepare the Order of Service
 - Send out invitations and prepare the guest list
 - Arrange for a guest speaker

3.0 PROPOSED BUDGET

- 3.1 A budget of £200 is suggested to cover the cost of refreshments and wreath.

4.0 CONCLUSION

- 4.1 By agreeing to the Samuel Plimsoll commemoration becoming a civic event, it will help to preserve the memory of an important individual in Folkestone's history and ensure the annual commemoration continues.