

# FOLKESTONE TOWN COUNCIL



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Date of publication: 1<sup>st</sup> May 2024

## AGENDA

Meeting: **Folkestone Town Council Meeting**  
Date: **7<sup>th</sup> May 2024**  
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.

Toni Brenchley  
Town Clerk

## Prayers

### TOWN MAYOR 2023/24

The Town Mayor will reflect on the past 12 months.

- 1. ELECTION OF TOWN MAYOR 2024/25 AND ACCEPTANCE OF DECLARATION OF OFFICE**
- 2. ELECTION OF DEPUTY TOWN MAYOR 2024/25 AND ACCEPTANCE OF DECLARATION OF OFFICE**



**3. APOLOGIES FOR ABSENCE**

**4. DECLARATIONS OF INTEREST**

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

**5. APPOINTMENT OF TOWN MAYOR'S**

- a. **CHAPLAIN 2024/25**
- b. **ESCORT 2024/25**
- c. **CADET 2024/25**

**6. MINUTES**

To receive the Minutes of the Town Council meeting held on 14<sup>th</sup> March 2024 and to ask the Town Mayor to sign them as a correct record.

**7. TOWN MAYOR'S ANNOUNCEMENTS**

Town Councillors are requested to note dates of forthcoming Civic Events:

Samuel Plimsoll Service	1 June 2024
William Harvey Sunday	2 June 2024
Normandy D-Day Service	6 June 2024
80 <sup>th</sup> Anniversary D-Day Beacon Lighting	6 June 2024
Armed Forces Day (Folkestone)	30 June 2024
Canada Day	1 July 2024
Town Sunday	7 July 2024
Blessing of the Fisheries	7 July 2024
VJ Day	15 August 2024
Battle of Britain Day	15 September 2024
Trafalgar Day Service	20 October 2024
Dedication of Garden of Remembrance	3 November 2024
Remembrance Sunday	10 November 2024
Machine Gun Corps	11 November 2024
Holocaust Memorial Day	27 January 2025

**8. APPOINTMENTS TO COMMITTEES AND SUB COMMITTEES**

A schedule setting out proposals for the Council's Committees 2024/25 is attached. Committees will appoint their Chairs and Vice Chairs at their first meeting, review the terms of reference and make proposals to appoint members to working groups.

**9. APPOINTMENTS TO OUTSIDE BODIES 2024/25**

The Town Council is asked to appoint Councillors to outside bodies as follows:

- i) Kent Association of Local Councils (two Councillors) – Councillor Abena Akuffo-Kelly and Councillor Jane Darling.
- ii) John Bowley and Sherwood Almshouses Charity (four representatives for a four year term) – *There is provision for the Council to appoint non-Council members as trustees in the scheme document* – Councillor Roger West, Mr Paul Bingham, Mr Richard Wallace and Mrs Mary Lawes.

- iii) Folkestone Municipal Charity (four Councillors and the Mayor) – The Town Mayor, Councillor Adrian Lockwood, Councillor Nicola Keen, Councillor Lucy McGirr and Councillor Roger West
- iv) Folkestone Twinning Association (one Councillor) – Councillor Adrian Lockwood
- v) Cinque Ports Champion (four year term) – Councillor Belinda Walker

**10. APPOINTMENT OF BANK SIGNATORIES**

To authorise the signatories on payments as follows:

- Town Mayor, Deputy Town Mayor and Past Mayors
- Chairman and Vice Chairman of Finance & General Purposes Committee
- Chairman and Vice Chairman of Planning Committee
- Chairman and Vice Chairman of Community Services Committee
- Chairman and Vice Chairman of Climate & Environment Committee

**11. POLICY REVIEW**

In line with NALC guidance, Council’s policies require re-adoption annually.

- 1. Standing Orders (no amendments) are attached for adoption.
- 2. Financial Regulations (no amendments) are attached for adoption. (NB The updated Financial Regulations 2023 have not yet been published)
- 3. Other policies requiring re-adoption can be found on our website:

[http://www.folkestone-tc.gov.uk/Policies\\_and\\_Procedures\\_29769.aspx](http://www.folkestone-tc.gov.uk/Policies_and_Procedures_29769.aspx)

**12. SCHEDULE OF MEETINGS FOR THE MUNICIPAL YEAR 2024/25**

The approved schedule of provisional Council and Committee meeting dates for 2024/25 is attached for information.

**13. TIME AND DATE OF THE NEXT MEETINGS OF FOLKESTONE TOWN COUNCIL**

Annual Town Meeting – Tuesday 14th May 2024 at 7 p.m.

Full Council AGAR Meeting – 13<sup>th</sup> June 2024 at 6.30 pm

Ordinary Full Council Meeting – 19th September 2024 at 7 p.m.

**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.*