

FOLKESTONE TOWN COUNCIL



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AGENDA

Meeting: **Folkestone Town Council Extra Ordinary Meeting**
Date: **30 May 2024**
Time: **6.30 p.m.**
Place: **Town Council Offices, Town Hall, 1-2 Guildhall Street, Folkestone**

To: **Town Councillors**

YOU ARE HEREBY SUMMONED to attend a meeting of 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

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 Annual Council Meeting held on 7 May 2024 and to authorise the Town Mayor to sign them as a correct record.

EXCLUSION OF PRESS AND PUBLIC

The remainder of the Agenda has classified item 4 as disclosing exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) thereby excluding the press and public from the meeting whilst this item is debated. Press and members of the public should now leave.

4. STAFFING

The Town Clerk will provide an update to Councillors.

5. DATE OF NEXT MEETING

13th June 2024 – AGAR (Annual Governance and Accountability Return)

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 Council

MINUTES of the Annual Assembly of the Town Meeting for the Parish and Town of Folkestone held at the Town Hall, Folkestone on Tuesday, 7th May 2024 at 7 p.m.

PRESENT: Councillors Abena Akuffo-Kelly, Bridget Chapman, Jane Darling, Laura Davison, Christine Dickinson, Peter Gance, Nicola Keen, Kieran Leigh, Adrian Lockwood, Liz McShane, Lucy McGirr, Jackie Meade, Tim Prater, John Renshaw, Belinda Walker and Roger West.

In attendance: Toni Brenchley (Town Clerk), Roland Domingo (Finance Officer and Deputy Town Clerk), Georgina Wilson (Corporate Support Officer), Ian Bishop (Town Sergeant) and Jennifer Griffin (Administration Officer).

Absent: Councillor Connor McConville

Councillor Belinda Walker, the retiring Town Mayor welcomed everyone to the 21st Annual Meeting of the Folkestone Town Council and gave a summary of the year as Mayor, saying it was a year to remember and treasure and spoke of the enjoyment at being able to support her chosen charities and what an honour it was, as a former Army child, to lay a wreath on Remembrance Sunday. Councillor Walker spoke of meeting many wonderful people throughout her time as Mayor and the sense of community spirit there is in Folkestone. Councillor Walker went on to thank Officers of the Town Council, Able Cadet Ilya Ovsyannikov for the support offered throughout the year and said there was every reason to be proud, Fr. John Walker for carrying out the role of Chaplain going above and beyond, Councillor Abena Akuffo-Kelly and Councillor Nicola Keen, Past Mayor, for all their support over the past year and presented them both with a gift. Councillor Walker took a moment to remember former Councillor Pat West and raised a toast in memory.

Prayers

Prayers were led by Anita McKenzie.

A minute's silence was held in memory of former Councillor Pat West.

2058. ELECTION OF TOWN MAYOR 2024/25 AND DECLARATION OF ACCEPTANCE OF OFFICE

The Town Mayor, Cllr Belinda Walker, called upon Town Councillors to submit their nominations for the election of the Town Mayor of Folkestone for the 2024/25 municipal year.

RESOLVED: That Councillor Abena Akuffo-Kelly be appointed Town Mayor for Folkestone Town Council 2024/25 until the next Annual Meeting and the acceptance of office by a successor.

Proposed: Councillor Laura Davison

Seconded: Councillor Nicola Keen

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

Councillor Abena Akuffo-Kelly signed and dated the Declaration of Acceptance of Office in the presence of the Town Clerk.

Councillor Laura Davison spoke in support of the nomination of the Town Mayor and Councillor Nicola Keen spoke as seconder to the motion.

The Town Mayor reported that the Mayoral charities for the year would be The Community Fridge, The Nepalese Centre and Homestart.

The newly elected Town Mayor, Councillor Abena Akuffo-Kelly, then thanked Councillors for their words of support and moved a vote of thanks to the retiring Town Mayor.

Councillor Jackie Meade seconded the vote of thanks to the outgoing Town Mayor and gave a speech thanking Councillor Walker for the past Mayoral year.

Councillor Belinda Walker was then presented with the Past Mayor's Badge.

2059. ELECTION OF DEPUTY TOWN MAYOR 2024/25 AND DECLARATION OF ACCEPTANCE OF OFFICE

The Town Mayor, Councillor Akuffo-Kelly, called upon Town Councillors to submit their nominations for the election of the Deputy Town Mayor of Folkestone.

RESOLVED: That Councillor Lucy McGirr be appointed Deputy Town Mayor for Folkestone Town Council 2024/25 until immediately after the election of a Town Mayor at the next Annual Meeting of Folkestone Town Council.

Proposed: Councillor Abena Akuffo-Kelly

Seconded: Councillor Adrian Lockwood

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

The Town Mayor congratulated Councillor Lucy McGirr who signed and dated the Declaration of Acceptance of Office in the presence of the Town Clerk and then thanked Town Councillors for their support.

Councillor Abena Akuffo-Kelly spoke in support of the nomination of the Deputy Town Mayor; Councillor Adrian Lockwood also spoke in support of the motion.

2060. APOLOGIES FOR ABSENCE

Apologies were received for Councillor Bain Smith.

RESOLVED: To accept these apologies.

Proposed: Councillor Nicola Keen

Seconded: Councillor Jackie Meade

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

2061. DECLARATIONS OF INTEREST

No declarations were made.

2062. APPOINTMENT OF:

a) TOWN MAYOR'S CHAPLAIN

The Town Mayor announced the appointment of Anita McKenzie as Chaplain for tonight's Meeting and declared an intention to have different Chaplains for events throughout the year.

b) CONSORT

The Town Mayor's daughter and a small group of members of the public to act as Consorts during the coming year in Office.

c) CADET

The Town Mayor announced the appointment of a Cadet from Folkestone Army Cadets as Cadet for the ensuing year.

2063. MINUTES

The Full Council was asked to receive the Minutes of an Ordinary Meeting of the Council held on 14th March 2024 and to authorise the Town Mayor to sign them as a correct record.

RESOLVED: That the Minutes of the Ordinary Council meeting held on 14th March 2024 be received and signed as a correct record.

Proposed: Councillor Belinda Walker

Seconded: Councillor Roger West

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

2064. TOWN MAYOR'S ANNOUNCEMENTS

Town Councillors were requested to note the following dates for forthcoming Civic Events.

Samuel Plimsoll Service	1 June 2024
William Harvey Sunday	2 June 2024
Normandy D-Day Service	6 June 2024
80 th 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 (11am)
Blessing of the Fisheries	7 July 2024 (7:30pm)
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

The events were noted.

2065. APPOINTMENTS TO COMMITTEES & SUB COMMITTEES

RESOLVED: To approve the appointments to Committees and Sub Committees schedule for 2024/25.

Proposed: Councillor Jackie Meade

Seconded: Councillor Roger West

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

2066. APPOINTMENTS TO OUTSIDE BODIES 2024/25

The Town Council was asked to appoint Councillors to the following outside bodies.

- i. Kent Association of Local Councils (two Councillors)

RESOLVED: That Councillors Abena Akuffo-Kelly and Jane Darling be appointed as representative for KALC for the ensuing year.

- ii. Trustees for the John Bowley and Sherwood Almshouses (four representatives)

RESOLVED: To appoint the existing representatives, as per the request from the Trustees of John Bowley and Sherwood Almshouses of Cllr Roger West, Mr Paul Bingham, Mr Richard Wallace and Mrs Mary Lawes.

- iii. Municipal Charities (four Councillors and Mayor)

RESOLVED: That Councillors Abena Akuffo-Kelly in position as Mayor, Adrian Lockwood, Lucy McGirr, Nicola Keen and Roger West to be appointed at a future Council meeting, be appointed as representative for the Municipal Charities for the ensuing year.

- iv. Folkestone Twinning Association (one Councillor)

RESOLVED: That Councillor Adrian Lockwood be appointed as representative for the Folkestone Twinning Association for the ensuing year.

- v. Cinque Ports Champion (one Councillor)

RESOLVED: That Councillor Belinda Walker continue in the role as Cinque Ports Champion.

Proposed: Councillor Roger West

Seconded: Councillor Jackie Meade

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

2067. APPOINTMENT OF BANK SIGNATORIES

To authorise the signatories on bank payments as follows:

- Town Mayor, Deputy Town Mayor and serving Past Mayor
- Chair and Vice Chair of Finance and General Purposes Committee

- Chair and Vice Chair of Planning Committee
- Chair and Vice Chair of Community Services Committee
- Chair and Vice Chair of Climate and Environment Committee

RESOLVED: That the above Councillors be authorised as cheque signatories.

Proposed: Councillor Tim Prater

Seconded: Councillor Belinda Walker

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

It would be necessary to continue with the current signatories on the mandate until Committee Chair and Vice-Chair were appointed and the bank has made the necessary changes.

2068. POLICY REVIEW

In line with NALC (National Association of Local Councils) guidance, Council's policies require re-adoption annually. No changes are recommended at this time.

RESOLVED: To re-adopt the Council's policies for 2024/25 including the Standing Orders and Financial Regulations.

Proposed: Councillor Tim Prater

Seconded: Councillor Adrian Lockwood

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

2069. SCHEDULE OF MEETINGS FOR THE MUNICIPAL YEAR 2024/25

The Schedule of Meetings was noted.

2070. DATE AND TIME OF NEXT MEETING

14th May 2024 – Annual Assembly

13th June 2024 – AGAR (Annual Governance and Accountability Return)

The meeting ended at 7:50pm

.....Town Mayor