

Folkestone Town Council

MINUTES of the Annual Council Meeting of the Folkestone Town Council held virtually via Zoom on Tuesday, 4th May 2021 at 6.30 p.m.

PRESENT: Councillors Abena Akuffo-Kelly, Ann Berry, Paul Bingham, Peter Gane, Michelle Keutenius, Jonathan Graham, David Horton, Dylan Jeffrey, Nicola Keen, Mary Lawes, Jackie Meade, Connor McConville, Belinda Walker, Richard Wallace and Roger West.

In attendance: Jennifer Childs (Town Clerk), Georgina Wilson (Executive Assistant).

Cllr Michelle Keutenius, the retiring Town Mayor welcomed everyone to the 18th Annual Meeting of the Folkestone Town Council and gave a summary of her year as Mayor, she felt very honoured and privileged to have been given the opportunity to be Mayor in a most unprecedented year.

Prayers

Prayers were led by Rev Bob Weldon.

The Lord Warden, the Admiral of the Fleet the Lord Boyce KG GCB OBE DL was in attendance and said a few words.

1783. ELECTION OF TOWN MAYOR 2021/22 AND DECLARATION OF ACCEPTANCE OF OFFICE

The Town Mayor, Cllr Michelle Keutenius, called upon Town Councillors to submit their nominations for the election of the Town Mayor of Folkestone for the 2021/22 municipal year.

RESOLVED: That Councillor Michelle Keutenius be appointed Town Mayor for Folkestone Town Council 2021/22 until the next Annual Meeting and the acceptance of office by her successor.

Proposed: Councillor David Horton

Seconded: Councillor Belinda Walker

Voting: F: 12, Ag: 3, Ab: 0

Councillor Michelle Keutenius will sign and date the Declaration of Acceptance of Office in the presence of the Town Clerk.

Councillor David Horton spoke in support of his nomination of the Town Mayor and Councillor Belinda Walker spoke as seconder to the motion.

The Town Mayor reported that her charities for the year would be Home Start Shepway, Kent Air Ambulance, and the Rainbow Centre.

The newly elected Town Mayor, Councillor Keutenius, then thanked Councillors for their kind words of support.

1784. ELECTION OF DEPUTY TOWN MAYOR 2021/22 AND DECLARATION OF ACCEPTANCE OF OFFICE

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

RESOLVED: That Councillor Nicola Keen be appointed Deputy Town Mayor for Folkestone Town Council 2021/22 until immediately after the election of a Town Mayor at the next Annual Meeting of Folkestone Town Council.

Proposed: Councillor Jackie Meade

Seconded: Councillor Paul Bingham

Voting: F: 15, Ag: 0, Ab: 0

The Town Mayor congratulated Councillor Keen who will sign and date the Declaration of Acceptance of Office in the presence of the Town Clerk, she then thanked Town Councillors and the Town Clerk for their support and kind words.

Councillor Jackie Meade spoke in support of her nomination of the Deputy Town Mayor; Councillor Paul Bingham also spoke in support of the motion.

1785. APOLOGIES FOR ABSENCE

Apologies were received for Councillors Ray Field and Tim Prater due to other Council commitments.

1786. DECLARATIONS OF INTEREST

No declarations were made.

1787. APPOINTMENT OF:

a) TOWN MAYOR'S CHAPLAIN

The Town Mayor announced the appointment of Reverend Bob Weldon as her Chaplain for the ensuing year.

b) CONSORT

The Town Mayor confirmed the appointment of Mr Neil Keutenius as her Consort for the ensuing year.

1788. MINUTES

The Full Council was asked to receive the Minutes of an Ordinary Meeting of the Council held on 6th April 2021 and to authorise the Town Mayor to sign them as a correct record.

RESOLVED: That the Minutes of the Ordinary Council meeting held on 6th April 2021 be received and signed as a correct record.

Proposed: Councillor Peter Gane

Seconded: Councillor Belinda Walker

Voting: F: 15, Ag: 0, Ab: 0

1789. TOWN MAYOR'S ANNOUNCEMENTS

Town Councillors were requested to note the following dates for forthcoming Civic Events with the caveat that due to the coronavirus pandemic they may have to cancelled:

6 June 2021	D - Day (NVA)
6 June 2021	William Harvey Sunday
20 June 2021	Town Sunday
20 June 2021	Blessing of the Fisheries
w/c 21 June 2021	Virtual AFD Folkestone
1 July 2021	Canada Day
15 August 2021	VJ Day Anniversary
15 September 2021	Battle of Britain Wreath Laying
17 October 2021	Trafalgar Day
7 November 2021	Dedication of Garden of Remembrance
11 November 2021	Machine Gun Corps
14 November 2021	Remembrance Sunday
TBC Dec 2021	Schoolchildren's Xmas Concert
27 January 2022	Holocaust Memorial Day
10 May 2022	Mayor Making

The events were noted.

1790. APPOINTMENTS TO COMMITTEES & SUB COMMITTEES

RESOLVED: To approve the appointments to Committees and Sub Committees schedule for 2021/22.

Proposed: Councillor Roger West

Seconded: Councillor Abena Akuffo Kelly

Voting: F: 15, Ag: 0, Ab: 0

1791. APPOINTMENTS TO OUTSIDE BODIES 2021/22

The Town Council was asked to appoint Councillors to the following outside bodies. Councillor Jackie Meade moved the following enbloc:

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

RESOLVED: That the Mayor and Deputy Mayor be appointed as representative for KALC for the ensuing year.

- ii. Trustees for the John Bowley and Sherwood Almshouses (three Councillors)

RESOLVED: That Councillors Paul Bingham, Richard Wallace and Roger West be appointed as representative for the John Bowley and Sherwood Almshouses for the ensuing year.

- iii. Municipal Charities (four Councillors and Mayor)

RESOLVED: That Councillors Ann Berry, Paul Bingham, Dylan Jeffrey, Roger West and Michelle Keutenius be appointed as representative for the Municipal Charities for the ensuing year.

- iv. Folkestone Town Team (two Councillors)

RESOLVED: That Councillors Nicola Keen and Mary Lawes be appointed as representative for the Folkestone Town Team for the ensuing year.

- v. Folkestone Twinning Association (one Councillor)

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

- vi. Folkestone CLLD

RESOLVED: That Councillor Ann Berry be appointed as representative for the Folkestone CLLD for the ensuing year.

Proposed: Councillor Jackie Meade

Seconded: Councillor Jonathan Graham

Voting: F: 15, Ag: 0, Ab: 0

1792. APPOINTMENT OF CHEQUE SIGNATORIES

To authorise the signatories on cheque payments as follows:

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

RESOLVED: That the above Councillors be authorised as cheque

signatories along with the Chairman and Vice Chairman of the new Climate and Environment Committee once they are appointed.

Proposed: Councillor Abena Akuffo-Kelly

Seconded: Councillor Roger West

Voting: F: 15, Ag: 0, Ab: 0

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

1793. POLICY REVIEW

In line with NALC guidance, Council was asked to review its policies and adopt the Revised Standing Orders and Revised Financial Regulations.

Councillor Dylan Jeffrey commented that it would be useful to have the old and the new proposals side by side to be able to compare the changes in future.

RESOLVED: To adopt the Council's policies for 2021/22 including the revised Standing Orders and Financial Regulations.

Proposed: Councillor Roger West

Seconded: Councillor Jackie Meade

Voting: F: 15, Ag: 0, Ab: 0

1794. TOWN CLERKS SCHEME OF DELEGATION AMENDMENT

In addition to the Town Clerk's current adopted scheme of delegation, NALC and KALC are recommending further amendments to accommodate Council being unable to meet due to the Local Authorities and Police And Crime Panels (Coronavirus) (Flexibility of Local Authority and Police And Crime Panel Meetings) (England And Wales) Regulations 2020 expiring on the 7th May and the ongoing restrictions imposed due to the Coronavirus Pandemic.

As Council's proper officer under Section 101 of the Local Government Act 1972, it is recommended that the Town Clerk be given further delegated authority to make decisions and act on behalf of and/or in the best interests of the Council within the constraints of Council's financial thresholds, with the exception of those decisions which are reserved exclusively for Full Council, such as setting the precept, appointing the Chairman and approving the AGAR. If possible, the Town Clerk should liaise, in whatever format she deems appropriate, with members to seek their views.

Councillor Connor McConville asked for clarity as to whether the amendments were temporary and exactly what would be included, the Town Clerk advised that it covers any activity that would normally require resolution by Council or its Committees excluding those resolutions reserved for Full Council as outlined above.

RESOLVED: To adopt the above amendments to the Town Clerks Scheme of Delegation until such time as the Council can realistically meet face to face.

Proposed: Councillor Michelle Keutenius
Seconded: Councillor Jonathan Graham
Voting: F: 15, Ag: 0, Ab: 0

1795. ANNUAL REPORT 2020/21

The Annual Report was noted.

1796. SCHEDULE OF MEETINGS FOR THE MUNICIPAL YEAR 2021/22

The Schedule of Meetings was noted.

1797. DATE AND TIME OF NEXT MEETING

17th June at 6pm (Provisional)

The meeting ended at 7.06 pm

.....Town Mayor

DRAFT