



FOLKESTONE TOWN COUNCIL

Date of Publication: 1st June 2022

AGENDA

Meeting: **Climate and Environment Committee**
Date: **Thursday 9th June 2022**
Time: **7.00 p.m.**
Place: **Council Offices, Town Hall, 1-2 Guildhall Street, Folkestone.**

To: **The Climate and Environment Committee**
(All other Councillors for information only)

YOU ARE HEREBY SUMMONED to attend a meeting of the Climate and Environment Committee 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 give notice prior to the meeting to the Town Clerk.

A handwritten signature in dark ink, appearing to read 'J L Childs'.

J L Childs
Town Clerk

- 1. APOLOGIES FOR ABSENCE**
To receive and approve any apologies for absence.
- 2. APPOINTMENT OF CHAIRMAN**
To appoint a Chairman for the Committee for the 2022/23 Municipal Year.
- 3. APPOINTMENT OF VICE CHAIRMAN**
To appoint a Vice Chairman for the Committee for the 2022/23 Municipal Year.

4. DECLARATIONS OF INTEREST

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

5. MINUTES

To receive the Minutes of the meeting of the Climate & Environment Committee held on 3rd February 2022 and to authorise the Chairman of the Committee to sign them as a correct record.

6. REVIEW OF THE TERMS OF REFERENCE

In line with the Town Council's adopted standing orders, the Committee is asked to consider the terms of reference for the Climate & Environment Committee. Any changes which the Committee wishes to make must be approved by Full Council at a future meeting. The current version is attached.

7. WORKING GROUPS 2022/23

The Committee is asked to consider whether any working or task & finish groups are necessary and if so, approve nominations for membership for 2022/23.

8. FOLKESTONE TOWN COUNCIL PLAY PARKS

The 'Folkestone Town Council Play Parks Upgrade' document, inviting contractors to submit tenders to upgrade the eight parks recently adopted by the Town Council, was completed, and published on the public sector contracts finder portal.

The following timetable was agreed:

- 9th May 2022 - ITQ Contract Notice Published & All Documents available electronically
- 16th June 2022 at 12 noon - Tenders returned to Town Clerk (as per Financial Regulations)
- 16th June - Tenders assessed (reported to F&GP)
- 20th June 2022 - Contracts issued (subject to approval of winning tender at F&GP)
- 11th July 2022 - Contract works commence (start on site)

The tender documents have already received some interest and it is hoped that this will result in competitive tenders being received on the 16th June. In line with Financial Regulations, all tenders will be opened by the Town Clerk in the presence of one member. A panel made up of the Town Clerk, the Communities and Grants Officer and a representative from Martello Building Consultants together with the member will score the tenders there and then, the details, excluding contractor names, would be signed off at the Finance and General Purposes Committee meeting 16th June 2022. The Committee is asked to nominate a member from the Climate and Environment Committee to attend the opening of the tenders on the 16th June 2022.

9. COMMUNITIES & EVENTS OFFICER REPORT CE/22/314

The committee is asked to receive, note, and approve the recommendations in the attached report.

10. CLIMATE ACTION PLAN

It was requested at minute 39 on the 3rd February 2022 that an update is provided as to the status of the acquisition of the electric minibus, to which, the Town Clerk advises the project is currently postponed due to the inability to procure a vehicle within the grant received because of financial and resource issues caused by the coronavirus pandemic.

11. DATE OF NEXT MEETING

6th October 2022 @ 7.00pm

FOLKESTONE TOWN COUNCIL

Minutes of the Climate and Environment Committee meeting held on Thursday, 3rd February 2022 at 7pm at the Town Hall.

Present: Councillors Ann Berry, Ray Field, David Horton, Connor McConville, Jackie Meade, Tim Prater, Belinda Walker (Chair) and Richard Wallace.

Absent: Councillor Danny Brook

**In attendance: Vicky Deakin – Communities & Events Officer
Liz Timmins - Communities & Grants Officer**

32. APOLOGIES FOR ABSENCE

Apologies from Councillor Abena Akuffo-Kelly were received and approved.

33. DECLARATIONS OF INTEREST

Councillor David Horton declared a personal interest in Item 40.

34. MINUTES

The Committee were asked to receive the Minutes of the meeting of the Climate and Environment Committee held on 14th October 2021 and to authorise the Chairman of the Committee to sign them as a correct record.

RESOLVED: That the minutes of the meeting held on the 14th October 2021 be received and signed as a correct record.

Proposed: Councillor Connor McConville

Seconded: Councillor Jackie Meade

Voting: F:8, Ag:0, Ab:0

35. FAIRTRADE ACCREDITATION AND FORTNIGHT

Councillor Jackie Meade (Fairtrade Champion) and the Communities & Events Officer updated the Committee regarding ongoing tasks to achieve the outstanding two goals to attain Fairtrade Status for Folkestone Town Council. Details were given of the actions required in 2022 to re-engage with local businesses and residents to sustain momentum including, collating and analysing survey responses from workplaces, faith groups, educational establishments and other community organisations and attracting further media coverage and popular support for the campaign.

36. TREE PLANTING 2021/22 AND PROPOSALS FOR 2022/23

The Communities & Events Officer updated the Committee on the current draft planting schedule for the 2022/23 scheme.

Members have organised a 'tree walk' for Friday 11th February to identify potential planting sites throughout Folkestone.

A request was made that future Tree Working Group meetings be organised as hybrid meetings to accommodate / support all Members with the option of attending in person or via Microsoft Teams depending on their preferences and other commitments.

37. QUEENS PLATINUM JUBILEE - TREE CANOPY FOR THE REIGN

The Committee were briefed by the Communities & Events Officer on the developing plans and potential arrangements for the Queens Platinum Jubilee, working in partnership with the Woodland Trust and local communities, schools, churches, youth groups etc to plant commemoration trees.

Members indicated that St Peters Primary School might be able to dedicate some space in their community garden for tree planting.

Suggestions were put forward requesting that the C & E Officer to pursue the possibility of FTC coordinating / publicising a 'Best Garden / Balcony / Hanging Basket competition as part of its events acknowledging and celebrating the Queens Platinum Jubilee with judging to be conducted by the Town Mayor.

38. FLOWER & SHRUB BED MAINTENANCE 2022 / 23

The Communities & Events Officer updated the Committee on proposals for maintenance from 2021/22 for the flower and shrub beds and scheduled works for 2022/23 which includes a programme for replanting the shrub beds that are past their best. Members considered the release of £34,635.71 from the 2022/23 Parks, Garden & Recs budget.

RESOLVED: To release £34,635.71 to undertake the required works.

Proposed: Councillor Richard Wallace

Seconded: Councillor Ann Berry

Voting: F:8, Ag:0, Ab:0

39. CLIMATE ACTION PLAN

The Committee noted the additional financial information on the Climate Action Plan and also made a request that the Town Clerk provide an update to all Councillors as to the current status with the acquisition of the minibus.

40. ALLOTMENTS

The Communities & Events Officer briefed the Committee on the proposed changes to the Allotment rules including the following amendment:

3.24 Pesticides, herbicides and inorganic fertilisers can be helpful when clearing and cultivating an allotment, however they can also be hazardous and

have environmental implications. Council recommends trying to minimise the use of pesticides, herbicides and inorganic fertilisers, or reduce the levels of use over time. If wishing to use any of the above, tenants must complete an Allotment Chemical Use Permission Request Form. On receipt of the form Council will consider giving permission subject to tenants:

- a) putting up a notice on the plot detailing exactly what product is being used to advise tenants with Children or Pets to take all reasonable care and to ensure that other plots, grass roads and paths, hedges and trees are not adversely affected, and make good or replant as necessary should any damage occur.*
- b) selecting and use pesticides, whether for spraying, seed dressing or for any other purpose whatsoever, so that there is minimal risk to members of the public, birds and other wildlife, with the exception of vermin or pests.*
- c) following the instructions for use carefully and complying at all times with current pesticide regulations and the law which requires only approved pesticides to be used.*

and updated the Committee on the reports of rough sleepers on FTC allotment sites.

Members suggested that signposting information for the homeless / rough sleepers should be displayed at Folkestone Town Council allotment sites including details of local homeless charities and support centres such as Porchlight.

Members requested that the C & E Officer arrange a meeting with the Allotment Manager, Allotment Champion(s), Community Support Officers, Allotment Association Chairs, and herself to further consider ways to manage the ongoing situation whilst supporting this 'at risk' section of our community and the wellbeing of allotment holders.

After some debate it was

RESOLVED: That Allotment Rules V12 together with the amendments are approved and adopted.

Proposed: Councillor Connor McConville

Seconded: Councillor Tim Prater

Voting: F:8, Ag:0, Ab:0

41. PLAY PARKS REPORT CE/22/303

The Communities & Grants Officer briefed the committee in respect of developments at FTC managed Play Parks including an assurance that any medium or high-risk issues identified are addressed immediately. Members received and noted Report CE/22/303 with a subsequent request that when play equipment is removed from any site, a notice is displayed ASAP indicating the reasons why and if / when it will be replaced.

42. DATE OF NEXT MEETING

7th April 2022

The meeting concluded at 8.15pm.

Chairman

Date



CLIMATE & ENVIRONMENT COMMITTEE

TERMS OF REFERENCE

1. To exercise the powers and duties of the Town Council on the following highways and transportation matters:
 - a) Cycling and cycle ways
 - b) Community transport
 - c) Public rights of way, footpaths and bridleways
2. To exercise the powers and duties of the Town Council on the physical environment of the town, including:
 - a) Management of open spaces and common land
 - b) Public Parks, Gardens (inc. Community Gardens), Recreation and Pleasure Grounds (inc. Tree Planting and Flowerbeds with associated carbon emission compensation strategies)
 - c) Provision of play equipment, sports and recreation facilities
 - d) Allotments (inc. biodiversity development plan and establishment of 'bug hotels')
 - e) Engagement with Allotments Associations
 - f) Implementation and monitoring of the council's action plan for becoming carbon neutral by 2030
 - g) Climate & Environment Communications with Community Partnership Working
 - h) Plastic Free Folkestone
 - i) Folkestone Fairtrade Status
3. To consider and make recommendations on:
 - a) Support for projects and organisations in Folkestone which aim to: promote biodiversity and wildlife, improve air quality, support renewable energy generation
 - b) Litter Management (via schemes such as 'Keep Folkestone Beautiful Campaign')
 - c) Climate Change / Action Plan and Carbon Reduction Strategy
 - d) Youth facilities
4. To prepare budgetary forecasts, where necessary, on any of the above activities for inclusion in the Town Council's budget for the following financial year and submit these to the Finance and General Purposes Committee in the Autumn to calculate the precept for the ensuing year.
5. To consider and make recommendations to the Council on any changes to these terms of reference that might be required to enable the committee to adapt to changing circumstances and be better prepared to carry out its mission.

This report will be made
public on 1st June 2022

**Folkestone
Town Council**



REPORT NUMBER CE/22/314

To: Climate & Environment Committee
Date: 9th June 2022
Responsible Officer: Town Clerk
Subject: Communities & Events Officer Report

SUMMARY:

This report provides an update on the delivery and development of services, initiatives and events led by the Communities & Events Officer covering the period from October 2021 to June 2022.

REASONS FOR RECOMMENDATION:

The Town Council is committed to the continual development of its services and events.

To identify what aspects of our Climate & Environmental responsibilities within Folkestone Town Council require priority delivery, and to consider the provision of additional services to develop existing initiatives. Therefore, there is a need to show evidence of current provision and those to be considered for the future.

RECOMMENDATIONS:

1. To receive and note Report CE/22/314
2. To support the submission of an application for Folkestone to be awarded Fairtrade Town Status.
3. To approve the release of £500 from the local project's budget to assist in the delivery of ongoing Fairtrade initiatives in support of FTC's imminent submission of its Fairtrade Town Status application.

Aims and Objectives – *To enhance the current services to the community*
Financial Implications – *Services Budget 2022/23 £106,350*
Equal Opportunities – *Access to all*

1. INTRODUCTION

The intent of this report is to summarise the development of projects, initiatives and events between October 2021 and June 2022.

2. FAIRTRADE TOWN STATUS FOR FOLKESTONE & AWARENESS STANDS – www.fairtrade.org.uk

- 2.1 The Fairtrade Steering Group continue to work on this community-led project to achieve Fairtrade Town accreditation for Folkestone.
- 2.2 We have now almost completed all 5 goals required to be eligible for Fairtrade Town Status and as such the C & E Officer is currently compiling information for the application for submission in June 2022.
- 2.3 As part of the criteria, FTC continue to focus on raising further awareness of the Fairtrade Foundation aims and objectives and are hosting information stands at various upcoming local events (further information will be published on our website and social media pages as dates / times are confirmed).
- 2.4 The Town Hall Fairtrade product display consistently generates public questions and interest in the Fairtrade message.

3. TREE PLANTING 2022 / 23

- 3.1 The C & E Officer has started to coordinate this year's tree planting schedule with significant support and feedback having already been received from the Tree Working Group.
- 3.2 All Town Councillors are invited to nominate sites in their respective Wards to facilitate equal coverage across Folkestone.
- 3.3 The C & E Officer is continuing to research the feasibility of the free sapling tree scheme which is available to community groups, schools, youth organisations etc. to Commemorate the Queen's Platinum Reign including engaging with 'Up on the Downs' to ascertain the potential to plant along the border of the play park at George Gurr Crescent. The deadline for planting as part of this scheme is October 2022 and again, Councillors are invited to nominate any potential sites they believe would be viable.