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FOLKESTONE TOWN COUNCIL

Date of Publication: 29 March 2021

AGENDA

Meeting: **Folkestone Town Council**
Date: **6 April 2021**
Time: **6.00 p.m.**
Place: **Virtual Zoom Meeting [Link](#)**

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 give notice prior to the meeting to the Town Mayor or Town Clerk.

J Childs
Town Clerk

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**
 1. To receive the Minutes of the Ordinary Meeting of the Council held on 18th March 2021 and to authorise the Town Mayor to sign them as a correct record.
 2. To receive the Minutes of the Annual Assembly held on 25th March 2021.

4. SPECIAL MOTION

Pursuant to Standing Order 7a the Town Clerk has received a formal written notice to rescind the following resolutions regarding the abolition of the Grants Committee, seeking a return to the status quo specifically the distribution of Town Grants via a Grants Committee from the 2021/22 Municipal Year.

1746a.NOTICE OF MOTION
(Full Council 12/11/20)

RESOLVED: That Council abolish the Grants Committee following the expenditure of the 20/21 budget.

From 2021/22 all grants will be awarded via a Councillor Community Grant Scheme with a budget of £34,200 divided equally between the town councillors i.e. £1,900 each.

Applicants may make a maximum of two applications during the financial year but the total award to any applicant via any combination of grants or funding must not exceed £2,500 and the Councillor Community Grant budget must be spent within the financial year and not rolled over.

As, Folkestone Town Council is governed by s.101 of the Local Government Act 1972, which states that if the Council does not exercise a function itself it can only be delegated to a Committee, a Sub-Committee, or Officer as individual Councillors have no statutory authority to make a decision, all applications via the Councillor Community Grant Scheme will be processed and approved by the Town Clerk.

Proposed: Councillor David Horton
Seconded: Councillor Connor McConville
Voting: F:9 Ag:8, Ab:0

145. MATTERS AND RESOLUTIONS FROM FULL COUNCIL
(Grants Committee 21/01/21)

RESOLVED: That Report G/21/278 be received, noted and the new policy documents and forms approved; and that the Grant Committee recommends Full Council adopt the new policy documents and forms effective 1st April 2021.

Proposed: Councillor Connor McConville
Seconded: Councillor Roger West
Voting: F:4, Ag:0, Ab:0

5. DATE AND TIME OF NEXT MEETINGS

Annual Statutory Meeting - Tuesday, 4th May 2021

Folkestone Town Council

MINUTES of the Ordinary Council Meeting of the Folkestone Town Council held virtually on Thursday, 18th March 2021 at 6.30 p.m.

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

In attendance: Jennifer Childs (Town Clerk), Georgina Wilson – Executive Assistant and Toni Brenchley - Assistant Clerk.

Prayers.

1758. APOLOGIES FOR ABSENCE

None

1759. DECLARATIONS OF INTEREST

Councillors Ann Berry, Peter Gane, Michelle Keutenius, Jonathan Graham, Ray Field, Nicola Keen, Connor McConville, Jackie Meade, Tim Prater, Richard Wallace and Roger West declared personal interests in item 1768.

1760. MINUTES

Council was asked:

1. To receive the Minutes of an Ordinary Meeting of the Council held on 14th January 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 14th January 2021 be received and signed as a correct record.

Proposed: Councillor Roger West
 Seconded: Councillor Jackie Meade
 Voting: F:16, Ag: 0, Ab: 0

2. To receive the Minutes of the ultimate Grants Committee Meeting held on 21st January 2021 and to authorise the Town Mayor to sign them as a correct record.

RESOLVED: That the Minutes of the ultimate Grants Committee Meeting held on 21st January 2021 be received and signed as a correct record.

Proposed: Councillor Roger West
 Seconded: Councillor David Horton
 Voting: F:16, Ag: 0, Ab: 0

3. To receive the Minutes of the Planning Committee meetings of the 11th December 2019 & 9th January, 12th March and 8th October 2020.

RESOLVED: That the Minutes of the Planning Committee be received enbloc.

Proposed: Councillor David Horton
 Seconded: Councillor Jackie Meade
 Voting: F:16, Ag: 0, Ab: 0

4. To receive the Minutes of the Finance & General Purposes Committee meetings of the 9th December 2019 & 20th February, 20th August and 17th December 2020.

RESOLVED: That the Minutes of the Finance & General Purposes Committee be received enbloc.

Proposed: Councillor Nicola Keen
 Seconded: Councillor Connor McConville
 Voting: F:16, Ag: 0, Ab: 0

5. To receive the Minutes of the Community Services Committee meetings of the 19th November 2019 & 4th February, 25th August and 19th November 2020.

RESOLVED: That the Minutes of the Community Services Committee be received enbloc.

Proposed: Councillor Abena Akuffo-Kelly
 Seconded: Councillor Paul Bingham
 Voting: F:16, Ag: 0, Ab: 0

18.35pm Councillor Peter Gane arrived at this juncture.

6. To receive the Minutes of the Grants Committee meetings of the 7th November 2019 and 24th September 2020.

RESOLVED: That the Minutes of the Grants Committee be received enbloc.

Proposed: Councillor Roger West
 Seconded: Councillor Abena Akuffo-Kelly
 Voting: F:17, Ag: 0, Ab: 0

1761. PUBLIC QUESTIONS

No public questions were received.

1762. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Town Mayor reported on attending several events including:

Holocaust Memorial Day
HMS Kent Affiliates Virtual Event
Dover Virtual Fair Trade Event

The Town Mayor gave thanks to all the contractors, staff and Councillors who worked to ensure that all these significant events went ahead.

1763. TOWN MAYOR'S AWARDS

The Town Mayor showed her appreciation to members of the community who have done something particularly noteworthy within her municipal year.

The following recipients will receive a certificate and gift from the Town Mayor:

Francis Bond - in recognition of your hard work and relentless dedication in supporting projects to preserve the heritage of our town's fishing industry.

Alan Taylor - in recognition of your hard work and relentless dedication in supporting projects to preserve the heritage of our town's fishing industry.

John Gale - in recognition of your hard work and relentless dedication in supporting projects to preserve the heritage of our town's fishing industry.

Bob Hyslop - in recognition of your long term commitment as a Tree Warden for the Town of Folkestone.

Ricky McNeice - in recognition of your hard work and dedication to the continued success of the Folkestone & Hythe Sea Cadets & Royal Marine Detachment.

Jacqueline Nazer - in recognition of your dedicated work improving the lives of those living in your community.

Streetz to Streetz (Jane King and Jackie Gamble) - in recognition of your hard work raising funds for local homeless projects and providing free meals throughout our community.

1764. MATTERS AND RESOLUTIONS FROM OTHER COMMITTEES

- i. At the Grants Committee meeting held remotely by Zoom on 21st January 2021, it was resolved at minute 145 that Report G/21/278 be received, noted and the new policy documents and forms approved; and that the Grant Committee recommends Full Council adopt the new policy documents and forms effective 1st April 2021.

It was proposed to amend the limit for grant applications to £5,000 per annum.

Proposed: Councillor Dylan Jeffrey

Seconded: Councillor Ann Berry
 Voting: F:11, Ag: 4, Ab: 2

RESOLVED: To adopt the new Grant policy documents and forms effective 1st April 2021.

Proposed: Councillor Abena Akuffo-Kelly
 Seconded: Councillor Jackie Meade
 Voting: F:3, Ag: 4, Ab: 10

The amendment falls as the substantive motion was lost.

- ii. At the Community Services Committee meeting held remotely by Zoom on 2nd February 2021, it was resolved at minute 1143 that Report CS/21/280 be received and noted; and to recommend to Full Council that the revised Committee Structures together with associated Terms of Reference, Schedule of Dates and Budget Allocations be implemented for the 2021/22 Municipal Year.

RESOLVED: To adopt the revised Committee Structures together with associated Terms of Reference, Schedule of Dates and Budget Allocations for the 2021/22 Municipal Year.

Proposed: Councillor Jackie Meade
 Seconded: Councillor Abena Akuffo-Kelly
 Voting: F:12, Ag: 4, Ab: 1

- iii. Planning application comments submitted to the District Council under the Town Clerks Scheme of Delegation since the last report to committee were noted.

1765. TREASURY MANAGEMENT REPORT

In line with section 15(1)(a) of the Local Government Act 2003, Report C/21/284 reviewed the Council's Treasury Management Policy for 2021/22.

RESOLVED: To amend the Treasury Management Policy to include the following:

- 2iv. **The Council will not knowingly invest directly in businesses whose activities and practices pose a risk of serious harm to individuals or groups, or whose activities are inconsistent with the Council's mission and values. This would include, avoiding investment in institutions with material links to:**
- Human rights abuse (eg child labour, political oppression, modern slavery)
 - Environmentally harmful activities (eg fossil fuels, pollution, destruction of habitat)
 - Socially harmful activities (eg tobacco, gambling, production of armaments)

- 2v. **The Council will if possible provide information on the ethical ratings schemes of its investments. The council will use The Ethical Investment Research Service (EIRIS), which is a global leader in the provision of environmental, social, governance research for responsible investors.**
3. **Council does not use external advisers to offer information, advice or assistance relating to investments, nor does it regard there as being a need for its staff to be trained in investment management given the nature of its investments but will rely on information which is publicly available. Investments shall be decided and placed by the Responsible Financial Officer having used due diligence and consultation with the Finance & General Purposes Committee.**
8. **Officers and Councillors responsible for Treasury Management will receive training as offered by the National Association of Local Councils and other appropriate bodies.**

Proposed: Councillor Connor McConville
 Seconded: Councillor Jonathan Graham
 Voting: F:16, Ag: 0, Ab: 1

RESOLVED: To approve report C/21/284 and adopt the Investment Policy for the financial year of 2021/22.

Proposed: Councillor Connor McConville
 Seconded: Councillor Jackie Meade
 Voting: F:15, Ag: 0, Ab: 2

1766. GOVERNANCE AND ACCOUNTABILITY RISK ASSESSMENT AND INSURANCE REVIEW

Report C/21/285 presents the annual business risk assessment and review of the current insurance arrangements for the Council's approval.

RESOLVED: That the Governance and Accountability Risk Assessment and Insurance Review be noted and approved.

Proposed: Councillor Connor McConville
 Seconded: Councillor Mary Lawes
 Voting: F:17, Ag: 0, Ab: 0

1767. TOWN MAYOR ELECT 2021/22

Town Councillors are requested to select the Town Mayor Elect for the ensuing municipal year 2021/22.

RESOLVED: That Councillor Michelle Keutenius be Town Mayor Elect for the ensuing municipal year 2021/22.

Proposed: Councillor David Horton

Seconded: Councillor Jonathan Graham
 Voting: F:13, Ag: 0, Ab: 4

EXCLUSION OF PRESS AND PUBLIC

The press and public are to be excluded for the remainder of the 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.

Proposed: Councillor Roger West
 Seconded: Councillor Jonathan Graham
 Voting: F:17, Ag: 0, Ab: 0

1768. CITIZENSHIP AWARDS

The Citizenship Awards Panel convened on 22nd February 2021 to discuss nominations. An affirmative resolution by 80% of councillors present is required to confer an award.

RESOLVED: That nominee one receive a For Merit Award.

Proposed: Councillor Jackie Meade
 Seconded: Councillor Mary Lawes
 Voting: F:17, Ag: 0, Ab: 0

The motion was carried as 80% of councillors present voted in favour.

RESOLVED: That nominee two receive a For Merit Award.

Proposed: Councillor Belinda Walker
 Seconded: Councillor Nicola Keen
 Voting: F:12, Ag: 0, Ab: 5

The motion fell as 80% of councillors present did not vote in favour.

1769. DATE AND TIME OF NEXT MEETINGS

Annual Town Assembly - Thursday, 25th March 2021
 Annual Statutory Meeting – Tuesday, 11 May 2021 (provisional)

The meeting ended at 19.45 pm

.....Town Mayor

..... Date

Folkestone Town Meeting

MINUTES of the Annual Assembly of the Town Meeting for the Parish and Town of Folkestone held remotely via Zoom on Thursday, 25th March 2021 at 6 p.m.

TOWN COUNCILLORS PRESENT: Councillors Abena Akuffo-Kelly (joined at 18:42), Paul Bingham, Michelle Keutenius, David Horton, Dylan Jeffrey, Nicola Keen, Mary Lawes, Connor McConville, Jackie Meade, Tim Prater, Belinda Walker, Richard Wallace and Roger West.

REPRESENTATIVES FROM OTHER ORGANISATIONS: Chief Inspector Alice Ames – District Commander for Folkestone and Hythe, Kent Police, Mick Dennis – Dover, Deal and Folkestone Station Manager, Kent Fire and Rescue, Mary Stredwick – Rainbow Centre, Angela Conyers – Friends of Folkestone Museum, Rev Bob Wheldon, County Councillor Rory Love, County Councillor Dick Pascoe, District Councillor Laura Davidson and Sallyanne Curd.

IN ATTENDANCE: Jennifer Childs - Town Clerk, Georgina Wilson – Executive Assistant and Toni Brenchley - Assistant Clerk.

Prayers

Prayers were led by the Mayors Chaplain, Rev Bob Wheldon.

1768. APOLOGIES

Apologies were received from:
 Councillor Ann Berry due to District Council commitments,
 Councillor Jonathan Graham due to work commitments,
 Councillor Peter Gane due to personal commitments,
 Councillor Ray Field due to other commitments,
 District Councillor John Collier due to District Council commitments,
 District Councillor Rebecca Shood due to District Council commitments,
 Ray Johnson due to personal commitments.

1769. DECLARATIONS OF INTEREST

There were no declarations of interest.

1770. MINUTES

The Council was asked to receive and authorise the Minutes of the Town Meeting held on 21st May 2019 and to ask the Town Mayor to sign them as a correct record.

Councillor Rory Love requested that they be amended to show him sending his apologies.

RESOLVED: That the Minutes of the Town Meeting held on 21st May 2019 be amended to show Cllr R Love's apologies and be received and signed as a correct record.

Proposed: Councillor Roger West

Seconded: Councillor Jackie Meade

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

1771. OPENING OF PROCEEDINGS BY THE TOWN MAYOR

The Town Mayor welcomed Councillors, electors and guests to the meeting held in accordance with the requirements of Section 9(1) of the Local Government Act 1972.

1772. BESTOWAL OF FOR MERIT AWARDS

The Town Mayor informed the assembly that Ray Johnson was to be presented with a 'For Merit Award' for his outstanding commitment to community projects and charitable activities in the local community and internationally. Ray is known locally for his many years of commitment and involvement in the Rotary Club and supporting the Gurkha community both home and abroad, raising significant funds during times of disaster and coordinating IT projects.

Unfortunately, Ray could not be present for the meeting but will be invited to the Town Hall, once Covid restrictions are eased, to meet with the Town Mayor and be presented with his award.

1773. QUESTIONS FROM ELECTORS

There were no questions.

1774. REPORTS BY KENT COUNTY COUNCILLORS (FOLKESTONE AREA)

Councillor Rory Love reported on some issues in Cheriton; Cheriton Library has reopened for select and collect services and it is hoped Folkestone will soon re-open; Caesers Way concrete recycling works – there are temporary signs to direct lorries along Tile Kiln Lane rather than Ashley Avenue, further discussions are taking place; new junction at Cheriton Interchange – this has been good for traffic but there are ongoing issues for pedestrians, a survey is due to be carried out.

Councillor Dick Pascoe reported on the financial implications of the Covid pandemic for Kent County Council and some highways issues; the speed limit on Dover Hill has been reduced and a new pedestrian crossing is planned; Canterbury Hill has new barriers after a car crash to make the area safer; pushing to get more money spent on repairing pot holes; with regards to fly tipping they are looking at where to put CCTV cameras to help prevent this; grant funding has been awarded to look into improving the play equipment at East Cliff.

1775. REPORTS BY FOLKESTONE & HYTHE DISTRICT COUNCILLORS (FOLKESTONE AREA)

Councillor Laura Davidson commented on the Folkestone Town Centre Place Plan and lots of work on improving the Town Centre for the future, more information is available on the District Council Website. There is ongoing work with local planning issues and trying to get back to regular litter picks when Covid restrictions allow.

Councillor Tim Prater also commented on the Place Plan and how it needs local input especially by the Town Council; the work at the Three Hills Hub and the old Debenhams building being used as a vaccine centre; Sandgate library being open for select and collect for Folkestone residents; issues with visitors to the Town last summer and how changes have been made around the Lower Leas Coastal park including limits on parking, bigger bins, extending toilet opening times etc, these measures will continue this year.

Councillor Connor McConville reported on challenges to policies on those leaving the care system and Council Tax, work on the Places Plan, and how he is hoping to move the following issues higher up the District Councils priority list: community safety, increased affordable housing, access to Mental Health services and develop the homelessness strategy.

1776. REPORTS BY KENT POLICE

Ch Insp Alice Ames, District Commander for Folkestone and Hythe provided an update. Due to the pandemic the types of crime have been different in the past year, overall recorded crime has seen an overall drop of 10%, solved crimes have increased by 4.3%, violent crime has increased slightly due to a different way of recording these crimes, domestic abuse has increased by 16.5%, as a way of tackling this pro active visits have been taking place during the pandemic to known offenders, drug offences have increased with county lines continuing to be an issue but were easier to deal with during the pandemic due to restrictions.

Work has been taking place with partner agencies such as the Community Safety Team at the District Council. There are 4 dedicated PCs for the Town Centre area and 1 for the coastal area and Hythe, there have been joint patrols and multiagency visits, a crime stoppers initiative with leaflet drops encouraging reporting of crimes.

A new Police Cadet scheme has been set up and due to go live in September for Folkestone, there is a large waiting list for this already. There is ongoing work with youths in the area, a meeting was held inviting them and parents in to discuss issues and there is a dedicated Youth Intervention Officer working on this.

Concern was raised around drug issues in the harbour and the need for more police presence particularly after 6pm near the Burstin hotel, similarly mothers have been asking Damian Collins MP for support due to feeling unsafe taking their children to Cheriton recreation park due to open dealings.

Ch Insp Alice Ames requested that all issues continue to be reported which can be done by calling 101 or accessing the 101 chat via the website: <https://www.police.uk/101> and that she would pass on the concerns to PCSO Howe who covers Cheriton.

18.42pm Councillor Akuffo-Kelly arrived at this juncture.

1777. REPORTS BY KENT FIRE AND RESCUE SERVICE

Mick Dennis, Dover, Deal and Folkestone Station Manager provided an update and although the pandemic has meant changes being made, they have continued to deliver an effective service.

There are two Fire Appliances based at Folkestone Station, one full time, one on call and a water safety unit.

South East Coast Ambulance have been using the Station as an operational base which has been working well.

There were over 700 incidences in Folkestone in the last year, 134 were fires with 25 accidental dwelling fires and 28 road traffic collisions, 5 fire casualties resulting in 1 fatality, there were 13 minor injuries and 2 fatalities related to the road traffic collisions. The trends are constantly being monitored for future intervention.

Community Safety is a big part of the Fire Services activities, they have reduced the number of visits made due to the pandemic but have still carried out over 100 visits.

They have adapted to support the local area during the pandemic including supporting meals on wheels, free schools meals and assisting with the setting up of the local mass vaccine centre. There is a dedicated team who inspect properties in the area and work very closely with the District Council and private sector housing to ensure they are up to the Fire Safety Regulations.

1778. PLASTIC FREE FOLKESTONE

Councillor Belinda Walker provided an update on Plastic Free Folkestone which is part of a wider initiative of the Surfers Against Sewage Group.

There are five key points to meet to be classed as a Plastic Free town, these are being worked on but have slowed down during the pandemic,

currently Folkestone is in the transition stage as a resolution has been made by Council to adopt the initiative. A Steering Committee has been set up which includes members and the Town Clerk; community events such as litter picks and online can't cook will cook have gone ahead during the pandemic wherever possible.

The next two points are being worked on but have slowed during the last year, they are to sign up Business Champions in the Town and to sign up Community Champions, the Guides and Brownies are onboard and provided an article for our Community Magazine.

Everyone is encouraged to take individual actions and lots of information is available online and via the Facebook page:
<https://www.facebook.com/PFFSAS>.

1779. REPORT BY FRIENDS OF FOLKESTONE MUSEUM

Angela Conyers provided an update on activities during the pandemic. A new programme of online talks was launched in September which have been very popular with 60-80 people virtually attending. These talks have been offered for free with a donation recommended and over £1000 has been collected. New people have continued to sign up to join the Friends throughout the pandemic with a membership of 90, a monthly e-newsletter has been distributed to around 140 people.

The Friends are extremely grateful for the support of both the Museum Officers who have worked tirelessly with them during the pandemic and for the ability to raise funds to help with acquisitions that they look forward to seeing in the museum when government restrictions are lifted and the curators programme allows.

1780. REPORTS BY COMMUNITY GROUPS

Mary Stredwick from the Rainbow Centre provided an update since joining the Centre at Easter last year. The team have continued to deliver services under extremely difficult circumstances and wanted to highlight the hard work of local people, the volunteers and staff at the Centre as well as the support from Councils and the continued financial support.

During the pandemic, the Homeless Support Service had to close its doors but continued to provide a telephone advice service and appointment only meetings, they continued to offer the postal service, laundry service, and have continued to give out sleeping bags etc. The Social Club is hoping to open soon and it is hoped this will be a daily activity.

This year's Winter Shelter still took place but in a different way and was extended by a month, they worked with the District Council to secure grants and pre booked rooms in B&Bs, 18 people have been housed, 8

have moved into accommodation with 3 moving shortly. Volunteers and churches have offered a meals on wheels service.

The demand for the food bank has increased by almost 200% and a delivery service has been set up, but it is hoped to return to the old model once Covid restrictions allow to enable more help to be given. The Food Stop mobile service has continued with around 60 people per week being supported.

The Family Contact Centre which provides a safe, friendly place for families to spend time together will reopen and a new service, Debt Management, began at the beginning of the year in partnership with the Citizens Advice and the Rotary Club of Folkestone for which there is already a high demand. There is a consultation on a new strategy 'Delivering the extra mile' which plans to support families before they get to crisis point and need to access one of the services such as the food bank or debt management.

1781. FOLKESTONE TOWN CENTRE PLACE PLAN

The Town Mayor read a statement regarding the Place Plan, and advised that the public consultation will commence on 19th April at 6pm, further information is available by emailing placeplan@folkestone-hythe.gov.uk or visiting the following website:

<https://www.folkestone-hythe.gov.uk/folkestoneplaceplan>

1782. DATES OF THE NEXT MEETINGS OF FOLKESTONE TOWN COUNCIL

Full Council AGAR Meeting – 17 June 2021 at 6.00 pm

Full Council Ordinary Meeting – 9 September 2021 at 6.30 pm

Town (Electors) Annual Assembly – 17 May 2022 (Provisional)

The Mayor reiterated her thanks to all the speakers for everything they and their colleagues have done during the most challenging of years.

The Meeting concluded at 19.35pm.

.....Town Mayor