



FOLKESTONE TOWN COUNCIL

Date of publication: 25 January 2022

AGENDA

Meeting: **Community Services Committee**
Date: **1 February 2022 (Tuesday)**
Time: **7.00 p.m.**
Place: **Town Council Meeting Room, Town Hall, 1 – 2 Guildhall Street, Folkestone, CT20 1DY**

To: **The Community Services Committee**
(All other Councillors for information only)

YOU ARE HEREBY SUMMONED to attend a meeting of the Community Services 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 Mayor, Committee Chairman or Town Clerk.

A handwritten signature in cursive script, appearing to read 'Jennifer Childs', with a stylized flourish at the end.

Jennifer 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**
To receive the Minutes of the meeting of the Community Services Committee held on 10th October 2021 and to authorise the Chairman of the Committee to sign them as a correct record.

4. CHRISTMAS LIGHTING AND FESTIVITIES

Further to the Christmas 'Big Switch On' event on 6th November 2021, the Communities & Events Officer will update the Committee regarding feedback received and initial proposals for the 2022 event and suggested developments to the existing lighting scheme. Members views are sought.

5. TOURISM WEBSITE

Since the Visit Folkestone and Hythe tourism website launched in May 2018, it has developed significantly. A soft relaunch is proposed this year, ahead of the Easter holiday. The Communities & Events Officer will update the Committee regarding its overall performance and target audience reached in the last 9 months with feedback received.

6. ANNUAL KWIK CRICKET TOURNAMENT

Further to the success and gratitude from all schools involved with the 2021 Primary Schools Kwik Cricket tournament, Members are asked to consider if they wish for this annual sports event to be organised for 2022. Members views are sought for a proposed date in May funded by the Youth Facilities budget (Code 4881).

7. AIR SHOW / ARMED FORCES DAY BUDGET 2022 / 23

The Council agreed budget (Code 4998) earmarked for the Air Show / Armed Forces Day 2022 is £22,800. FTC is currently developing an application to host the 2023 National Armed Forces Day (submission deadline end of March 2022) and therefore considering planning a relatively small scale event for 2022 as the Queens Platinum Jubilee is in June and the district council have secured the Red Arrows return in August.

As such, Members are asked to consider if they wish to reallocate the existing funds and vire to new budget codes where required as follows:

Air Show (FHDC Match Funding)	£4000
Armed Forces Day	£3800
QPJ - Beacons Event	£3000
QPJ – Canopy for the Reign	£6000
QPJ – Leas Flowerbed (FHDC Match Funding)	£6000

8. ARMED FORCES DAY

Folkestone Town Councils annual event supporting the national Armed Forces Day has been scheduled for Saturday 25th June 2022. The 2022/23 budget for this is £3,800. The Communities & Events Officer will update the Committee regarding suggested plans for this year.

9. SUMMER OVER STREET UMBRELLAS STREET PROJECT

The Communities & Events Officer will brief the Committee regarding a proposal currently supported by businesses (including donations), the Town Team and championed by Cllr Mary Lawes for a summer over street umbrella installation on Guildhall Street.

Members are asked to formally agree that FTC lead on this initiative subject to planning permission and landlord support. It is estimated the project will cost £17,000 ex VAT in its first year and £13,000 ex VAT per annum after that. Members are asked to release £2,000 from the local project budget as match funding for further funding applications.

10. ARTWORK

The Committee is asked to provide support for an application to the District Council's High Street Fund by local business the MPL Group; to install a new piece of artwork on the rear and side of their property in Rendezvous St. The Communities & Events Officer will provide the artists' mock-up.

11. FOLKESTONE MUSEUM REPORT CS/22/304

The Committee is asked to receive and note Report CS/22/304.

12. DATE OF NEXT MEETING

5th April 2022 at 7pm.

FOLKESTONE TOWN COUNCIL

Minutes of the Community Services Committee meeting held at the Town Hall, 1 – 2 Guildhall Street, Folkestone, CT20 1DY on Tuesday, 12th October 2021 at 7pm.

Present: Councillors Abena Akuffo – Kelly (Arrived at 19:03), Ann Berry, Paul Bingham, Peter Gane, Nicola Keen and Roger West.

In attendance: Vicky Deakin, Communities & Events Officer

1165. APOLOGIES FOR ABSENCE

None

1166. DECLARATIONS OF INTEREST

None

1167. MINUTES

The Committee were asked to receive the Minutes of the meeting of the Community Services Committee held on 1st June 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 1st June 2021 be received and signed as a correct record.

Proposed: Councillor Paul Bingham

Seconded: Councillor Nicola Keen

Voting: F:6, Ag:0, Ab:0

1168. FOLKESTONE MUSEUM REPORT CS/21/297

Noted

1169. CHRISTMAS LIGHTS 'SWITCH ON' & PARADE REPORT CS/21/298

The report was noted and it was

RESOLVED: That £12,000 be released from the Christmas Festivities Budget, £500 of which to be allocated to the Cheriton event for security provision and the remainder to support the delivery of the Town Centre Switch On event.

Proposed: Councillor Roger West

Seconded: Councillor Paul Bingham

Voting: F:6, Ag:0, Ab:0

1170. COMMUNITIES & EVENTS OFFICER REPORT CS/21/299

Noted

1171. DATE OF NEXT MEETING

1st February 2022 @ 7pm (provisional)

Meeting concluded at 19:30

This report will be made public
on 25th January 2022

**Folkestone
Town Council**



Report Number: **CS/22/304**

To: Community Services
Date: 1st February 2022
Responsible Officer: Town Clerk
Subject: Museum

SUMMARY:

This report provides an update on Folkestone Museum's work covering the period 1st October 2021 to 22nd January 2022.

REASONS FOR RECOMMENDATION:

The long-term (20 year) agreement between the Town Council and National Lottery Heritage Fund (principal funder) to deliver its heritage objectives: to preserve and enhance the town's heritage through the provision of Folkestone Museum.

RECOMMENDATIONS:

1. To receive and note report **CS/22/304**

Aims and Objectives – Maintaining an accredited museum
Financial Implications – Meeting the requirements of NLHF & Council within budget
Equal Opportunities – Access to all

1. Introduction

The Museum has continued to open on a five-days-per-week basis alongside the Town Hall. With the introduction of Covid-19 Plan B measures to combat the Omicron variant, including the re-introduction of mask wearing, there has been an understandable reduction in overall visitor numbers.

Notwithstanding the engagement with specific groups continues to grow, particularly with educational visits, despite the pressures schools have been under.

2. Exhibitions

The Rev. Railton exhibition has completed its run and has returned to St Mary's & St Eanswythe's church; we would like to thank the Friends of the Church for supplying the exhibition, for what has hitherto been a largely unknown story, Folkestone's link with the Tomb of the Unknown Soldier.

A new installation, part of the Cybersaur Arts led 'Gateway to Our Past' trail across Folkestone is now in place in the lower ground floor archaeology displays. The installation is in two parts, an artwork inspired by the Museum's collection and children's investigation of it and a QR code panel which takes visitors to a You Tube video, which can be viewed in 3D with a cardboard VR smartphone holder, this forming an immersive virtual gallery of Children's work.

With the uncertainty during late 2021 over the Omicron variant and the severeness of its effects it has been decided to delay the opening of the Michael Dillon exhibition until Folkestone Pride Day in July. This also enables a temporary display of paintings by noted Victorian, Folkestone based painter, John James Wilson, celebrating the acquisition noted in section 5; this will run from late February to mid-July.

A mini-exhibition, celebrating HM Queen Elizabeth's Platinum Jubilee, is currently in development and will go on display at the start of May. It will use most of the Museum's collection of Coronation and Jubilee ceramic commemoratives, which are rarely seen. A second mini-exhibition, about Brigadier Charles Smart, Canadian Commanding Officer at Shorncliffe Garrison (April 1917-December 1918) is being developed in partnership with the Shorncliffe Trust and will go on display in the months leading up to Canada Day in July; it will feature a number of items from his personal archive, kindly gifted to the Trust by his great nephew.

3. Outreach and Education

The Museum's new Heritage Support Officer (Audience Development), Tara Cleary, joined the Town Council at the start of November 2021. Tara has previously delivered learning programmes at the British Museum and Wandsworth Museum. She will be leading the formal (schools) learning programme and also assisting the Heritage Support Officer (Collections Access & Development), Alison Moore, in the delivery of informal engagement.

During the reporting period the Museum hosted 19 school visits, these were a mixture of local schools in our membership scheme and one-off visits. Most were undertaking workshops developed by the Museum, however two were specifically for the externally partnered 'Gateway to Our Past Project', which has led to the installation noted in item 2.

The Heritage Support Officer (Collections Access & Development) has now held three home-schooler workshops which have been attended by sixty children and their parents, with excellent feedback received. A suite of three loans boxes for home-schooling parent have also been developed, which are also attracting bookings, these are similar in content but smaller and more portable than the schools loan boxes.

The Museum's membership of the Kent wide 'Wheels of Time' scheme continues to bring families from other areas of Kent who are following the 40+ trail of museums in the county; a further 23 children and their families, from as far afield as Sittingbourne visit during the reporting period.

Pay-to-paint adult art classes, led by local artist and lecturer Catherine Farr were trialled during October and November. While attendance wasn't quite at the level hoped for all participants across the six two-hour classes gave very good feedback and it enabled access to parts of the collection not normally on display.

4. Friends of Folkestone Museum

The Friends of Folkestone Museum have continued to organise and present monthly lectures, still online due to Covid-19 concerns. The first was 'Banksy & Street Art' and the second, the 'Unknown Soldier', both had upwards of fifty attendees. Their next will be presented by guest lecturer Professor Paul Bennett OBE, recently retired Director of Canterbury Archaeology Trust, which is expected to be very popular.

The Friends have kindly agreed a grant to sponsor the cost of equipment to improve the Museum's ability to image objects and archival material in-house; this includes an overhead scanner and a macro-lens for the Museum camera.

The Friends of Folkestone Museum AGM will be taking place on 12th February, a number of the committee, having been involved since the Friends organisation was formed have decided to step down. We would like to thank, in particular, Angela Conyers for chairing and steering the Friends through their first five years.

5. Collections Development & Care

The volunteer led work on the Arthur Brough Collection continues with some two hundred items now fully catalogued and imaged, the data will be shared with the Leas Pavilion Archive and made available through their online archive catalogue as well as the Museum's.

The curator is pleased to report the extremely generous gift of a large John James Wilson oil painting 'Barges' by Mr & Mrs Chitty. The work will make a pair with 'Blowing Fresh', currently displayed in the Mayor's Parlour and will form the

centrepiece of a temporary exhibition to celebrate this extremely generous gesture.

The Museum has been chosen as the custodian of the trophies of the former Folkestone Croquet Club. These have been placed on deposit by the Administrators of The Grand hotel, having been withdrawn from auction. They were delivered shortly before Christmas and are currently being conserved for display by the Curator. We would like to thank Mr Damian Collins MP and Mr Chris Harman for their efforts to ensure this part of the town's heritage was not lost.

5. Volunteering

Three volunteers are currently working in the Museum on learning and collections related tasks, with three new volunteers about to undertake induction subject to references.

The Museum team also hopes to welcome back volunteers who have distanced due to Covid-19 as restrictions and health concerns allow. From this point forward it is planned to facilitate volunteering in a project led manner with specific outcomes for both the Museum and volunteers own sense of well being & community, rather than *general volunteering*.

7. Town Trail

Reade Signs are ready to undertake a pre-installation visit and content & graphic design is almost finished, F&HDC Legal are currently drawing up a licence agreement for the new and existing trail point sites.

8. Corporate Plan KPI Performance 2021-2022 Financial Year

KPI	July-September	October-December	Year to Date
D9 No. of visitors to the Town Hall	10,727	5,499	19,442
D11 Website visits (Museum only)	9,287	5,175	20,127
D12 Facebook likes	2,551	2,596	2,596
D13 Twitter followers	619	632	632
M1 Exhibition room bookings	1	1	2
M2 Volunteer hours	120	150	270
M3 No. of school visits	5*	17	22
M4 No. room bookings	2	2	4

*All in September

NB the Folkestone Museum Instagram account also has 1,693 followers (up from 1,623 reported in CS/21/297)