

Folkestone Town Council



The Town Hall,
1-2 Guildhall Street,
Folkestone,
Kent, CT20 1DY
Telephone: (01303) 257946
www.folkestonetc.kentparishes.gov.uk

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AGENDA

Meeting: **Community Services Committee**
Date: **5 February 2019 (Tuesday)**
Time: **7.00 p.m.**
Place: **Town Council Offices, The Town Hall, 1 – 2 Guildhall Street, Folkestone**

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.

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 2 October 2018 and to authorise the Chairman of the Committee to sign them as a correct record.



4. CHRISTMAS LIGHTING AND FESTIVITIES

Further to the Christmas Working Group meeting on 7th January and event De-Brief meeting on 8th January, the Communities and Events Officer will update the committee in respect of the Christmas lighting schemes 2018 and the 'Big Switch On' event held on Friday 30 November 2018.

5. TOURISM WEBSITE

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

6. CRICKET COACHING

Since 2010 the Community Services Committee has agreed to fund free Kwik Cricket Coaching for all the primary schools in the Town. the coaching has been hugely successful with most schools taking part with an average of 20 children per session. The Committee is asked if it wishes to release the £2,100 provided in the Youth Facilities Budget for the cricket coaching to continue in 2019/20.

7. ARMED FORCES DAY

Folkestone Town Councils family fun day in support of the national Armed Forces Day has been scheduled for Sunday 30th June 2019. The 2019/20 budget for this significant event is £3,800. The Communities and Events Officer will update the Committee in respect of other funding applications that have been made to support this event.

8. FOLKESTONE MUSEUM REPORT CS/19/243

The committee is asked to receive and note the attached report.

9. DATE OF NEXT MEETING – 2 April 2019

FOLKESTONE TOWN COUNCIL

Minutes of the Community Services Committee meeting held at the Town Council offices, The Town Hall, 1 – 2 Guildhall Street, Folkestone on Tuesday 2nd October 2018 at 7pm.

Present: Councillors A Berry, J Collier, P West and R West (Chair)

In attendance: Vicky Deakin – Communities and Events Officer

1010. APOLOGIES FOR ABSENCE

Apologies were received from Councillors P Gane, M Lawes, C Sacre & S Wallace.

Councillor Emily Arnold was absent.

1011. DECLARATIONS OF INTEREST

Councillor Ann Berry declared a personal interest in Item 6. Step Short Arch.

1012. MINUTES

The Committee were asked to receive the Minutes of the meeting of the Community Services Committee held on 2nd October 2018 and to authorise the Chairman of the Committee to sign them as a correct record.

RESOLVED: That the minutes of the meeting 2nd October 2018 be received and signed as a correct record.

Proposed: Cllr A Berry

Seconded: Cllr P West

Voting: F:4, Ag:0, Ab:0

1013. FOLKESTONE MUSEUM REPORT

The committee was asked to receive and note Report CS/18/240.

RESOLVED: That Report CS/18/240 be received and noted.

Proposed: Cllr J Collier

Seconded: Cllr A Berry

Voting: F:4, Ag:0, Ab:0

1014. MARKETING AND COMMUNICATIONS REPORT

The committee was asked to receive and note Report CS/18/237.

RESOLVED: That Report CS/18/240 be received and noted.

Proposed: Cllr J Collier

Seconded: Cllr A Berry

Voting: F:4, Ag:0, Ab:0

1015. STEP SHORT ARCH

The Chairman of Step Short Ltd has contacted Council seeking the transfer of the Commemorative Arch and associated lease. The arch has been constructed out of marine grade stainless steel with a life expectancy of 250-

years and has an insurance value of £350,000 for replacement. The running costs include £50/month to clean, £12/month for electricity and £500/annum insurance thus requiring an annual budget of circa £1,250

Councillor Ann Berry briefed the committee and members views were sought.

RESOLVED: That the Community Services Committee support the transfer of the Commemorative Arch providing there is no commitment from Folkestone Town Council to organise specific commemoration events and this to be considered by Full Council once the associated legal request and documentation have been received from Damian Collins MP.

Proposed: Cllr R West
Seconded: Cllr J Collier
Voting: F:4, Ag:0, Ab:0

1016. BUDGET 2019/20 – POTENTIAL GROWTH ITEMS

At this juncture the Committee were asked to consider proposals for possible growth items and non-recurring revenue expenditure for Community Services for next year. The Finance & General Purposes Committee will consider the full list of proposals put forward by all Committees at its meeting on 13 December 2018.

RESOLVED:

That the existing 2018/19 Community Services Committee budget with the following growth item proposals be considered by the Finance & General Purposes Committee on 13 December 2018:

- i. Visitor Services: £2,500
- ii. Local Projects: £2,000
- ii. Parks, Gardens & Recs - Flowerbeds : raised bed planting for Connaught Road/Cheriton Road once cost confirmed with FHDC.

Proposed: Cllr A Berry
Seconded: Cllr P West
Voting: F:4, Ag:0, Ab:0

1017. CHRISTMAS LIGHTING AND SWITCH ON EVENT, PARADE & FESTIVITIES

The Chairman and Communities & Events Officer provided an update in respect of Christmas lighting installations and Switch On events.

1018. DATE OF NEXT MEETING – 5 FEBRUARY 2019

.....Chairman
5 February 2019

This report will be made public on 29th January 2019

**Folkestone
Town Council**



Report Number CS/19/243

To: Community Services
Date: 5 February 2019
Responsible Officer: Town Clerk
Subject: Museum Report

SUMMARY:

Folkestone Museum has been open since the last weekend in May with many events, exhibitions, and community engagement opportunities occurring in the months since. The intent of this report is to summarise the progress since the previous report and to touch on progress with forward planning and Accreditation. Additionally, updates about exhibitions and events will be mentioned.

REASONS FOR RECOMMENDATION:

The Town Council has committed to source funding from the Heritage Lottery to deliver its objective to preserve and enhance the town's heritage. There is a need to show evidence of working with the community and stakeholders as part of the programming agreed by the Council and the Heritage Lottery. Furthermore, the next step of the project is to build a comprehensive forward plan, establishing policies, procedures, and good working practice. All of these feed in to gaining accreditation for the Museum to secure ownership of the collection as set by the loan agreement with Kent County Council.

RECOMMENDATIONS:

1. To receive and note report

Aims and Objectives – Gaining accreditation for the Museum
Financial Implications – Approximately 82% of budget spent, 83% of year now passed
Equal Opportunities – *Access to all*

1. Introduction:

The intent of this report is to summarise the progress of the Museum, from the end of November to mid-January 2019.

2. Conservation and Collection's Care

- 2.1 The audit of the collection inventory is still progressing. Each object is being photographed and the contents of boxes and shelves are being compared with the previous audit to ensure accuracy. Priority for the collection is to catalogue the archaeology with the intention of eventually expanding the interpretation in the Roman and Archaeology cases. Progress is slower than for the other parts of the collections due to sheer volume and types of objects included. Objects for possible display are being noted with the intention of reassessment for conservation needs in the future.
- 2.2 All donations, conservation, and storage management are kept to Spectrum standards.
- 2.3 The museum manager and collections officer are in talks with Canterbury Archaeological Trust and Dover Museum to ensure any additional interpretation and displays for the Roman and Archaeology cases will include more current excavations and finds.

3. Accreditation

The museum has finally achieved Accreditation as awarded by the Arts Council. Formal gifting of the collection is to be confirmed.

4. Events and Exhibitions to Date

- 4.1 Over the month of December, the museum hosted Saturday Christmas crafts. Children made little yarn Christmas trees, paper reindeer, or Santa handprints and were able to get into the Festive spirit.
- 4.2 The Museum supported Hendrix weekend by hosting a display of Jimmy Hendrix posters in the education space on the lower level. There was meant to be live music on the market square behind the building, but unfortunately rain forced them to find shelter in a nearby café.
- 4.3 Author and historian Phil Vasili gave another talk titled *The life and legacy of Walter Tull 1888-1918: Reluctant Hero?* It proved very popular and was delivered to a full audience.
- 4.4 The museum provided a curator-lead tour of the Tull exhibition to the PWRR Museum staff and volunteers as a thank you for the loan of the tunic in the exhibition.

5. Future Events and Exhibitions

- 5.1 Folkestone Museum, in partnership with Shepway Sports Trust, will be presenting a special symposium exploring the legacy of Folkestone-born Walter Tull, one of the first Black professional footballers. This timely conference will discuss the barriers facing Black footballers today: why do players still receive racial abuse on and off the pitch? How does this affect career progression? What can fans, players, and clubs do to challenge racism in all its forms? Manchester United's Academy Program Advisor Tony Whelan, FIFA, The PFA, Kick it Out, Show Racism the Red Card, Football Unites Racism Divides, and Football's Black List founder Leon Mann, are all on the bill. Folkestone Museum has partnered with KRAN (Kent Refugee Action Network) to ensure young unaccompanied asylum-seekers with a passion for football can attend the event with translators. The Museum is also generously supported on this event by Roger de Haan Charitable Trust, Shepway Sports Trust and the FA. This event has already generated significant media attention and will help us promote Tull's story to a wider audience drawing on the parallels of today's cultural climate.
- 5.1a For the Tull Symposium, the Museum has received £1000 in external donations.
- 5.2 In tandem with our next exhibition by Shane Record, the museum will be hosting Seaside themed crafts and activities over February half term. It will include a live art demonstration by Record himself to pull the curtain back on the creative process and allow people to watch and enjoy the skill of the craft.

6. Outreach and Education

- 6.1 December concluded the WWI themed educational workshops about Walter Tull presented by Randolph Matthews and the Operation Armistice – focusing on the role of women during the war, and the job of spies and the use of ciphers – run by School History Workshops "The Time Traveller." Tull was taken to 8 schools, over 32 sessions, reaching approximately 800 students. Operation Armistice was taken to 12 schools, over 36 sessions, reaching over 700 students. Overall, they were very successful outreach programs, and facilitated the museum expanding its reach and educating students. The original goal was to have at least ten sessions of both program, that was easily achieved and surpassed.
- 6.2 The museum is hoping to help support the Tull workshop extending its reach by being presented at other institutions and places of learning. Here is an excerpt of Matthew's reflection about the work: *The children are given a chance in the workshop not just to understand the factual evidence of Walters life journey but most of all reflect on how they feel emotionally about what he had to face and where this may be relevant to them in how they interact with others in daily life.*

The future lies in young people seeing each other as equals regardless of colour creed or background. The future lies also in young people having the values and ethic that empower them in difficult situations.

- 6.2a The museum received £4,750 in external funding to allow Randolph Matthews to develop and deliver the workshops from Kent Country Council and Folkestone and Hythe District.
- 6.3 The education and outreach officer has also been hard at work building school sessions based around the themes of the museum. So far, she has delivered workshops about Smuggling and Pirates, Fossils and Dinosaurs, Anglo-Saxons and Roman Life and Architecture. In-house workshops reached 322 children as of December with the overall all goal of 320 for year.

7. Friends of Folkestone Museum

The Friends of Folkestone Museum help their first AGM in the month of January. They've adopted a formal constitution and have 59 members at present. In exciting and good news, they have been accepted and recognised as a charity, and as such are able to collect gift aid on membership fees. They have taken out public liability insurance to make sure they are covered when they are off museum premises for walks, talks, or visits. Additionally, they have joined the British Association of Friends of Museums.

8. A Small Sampling of Visitor Feedback

"I'm blown away by the achievements you have made for such a new museum, so engaging, accessible and wonderful in every way. I have travelled from Brighton to visit the exhibition on Tull and it brought me to tears."

"Good displays, prehistoric, Roman, Anglo Saxon and so on. Displays about fishing and smuggling. Sections on local notables e.g. William Harvey. Also a fine, proud display of the WWI record for Folkestone and its splendid work with refugees and wounded soldiers. Good for kids too."

KPIs update

- M1 – 2018 Temporary exhibitions booked - 9
- M2 – 2018 Volunteer Hours total (May-Dec) – approximately 1400 hours
- M3 – 2018 Educational Visits - 15
- M3 – 2018 Educational Workshops - 68

- M4 – 2018 Paid educational room bookings - 4

