25 Jul 2024

See Distribution

MINUTES OF FNC 1ST QUARTERLY MEETING COMBINED WITH TRUSTEES MEETING HELD AT FOLKESTONE NEPALESE COMMUNITY (FNC) CENTRE ON SUNDAY 23 JNE 2024

Member Present: See Attached Annex C

Apologies for Absence: See Attached Annex C

Ser	Subject/Issues	Action by
1	Opening Remarks. The meeting was held at 1500 hrs. on Sun 23 Jun 2024 at the FNC Centre. The Chairman, Capt. (Retd) Ram Bahadur Pun, officially opened the 9th Executive Committee's first Quarterly Meeting thanking all those in attendance and authorised the General Secretary to proceed with the meeting's agenda.	
	The meeting took a moment to recognise these obituaries from the Chairman, where the Chairman, on behalf of community, extended the condolences to the mourning family and laid a wreath at the funeral services.	
	a. The late CSgt Chandraman Tamang, service number 21149074 from ½ GR, aged 86, peacefully passed away on March 17, 2024. The funeral was conducted on April 17, 2024, Former Secretary Trustee Mr. Chitra Tamang coordinated the funeral on behalf of FNC. Members of the FNC generously donated £1603.00 on a voluntary basis, and a wake service took place at the FNC Centre.	
	b. The late CSgt Surje Prasad Tamang, service number 21158547 from 10 GR, aged 76, peacefully passed away on 29 Mar 2024. The Viewing service at All Soul Church Hall & repatriation to Nepal was organized on 19 Apr 2024. Trustee Rajen Limbu coordinated on behalf of the FNC, and the wake service was held in the FNC Centre.	All
	c. The late Mr. Padam Bahadur Rana, service number 21151980 from 6 GR, aged 81, peacefully passed away on 6 May 2024 and the Funeral Service was organized by the FNC under the coordination of Trustee / Former Chair Mr. Jhapindra Thapa on 30 May 2024 and the wake service took place at the FNC Centre. Members of the FNC are requested to donate on a voluntary basis to support the bereaved family (later confirmed £2224.50).	
	d. The late Mr. Madan Bahadur Rai, service number 21155661 from 7 GR, aged 79, peacefully passed away on 24 May 2024 and the Funeral Service took place on 17 June 2024 and the FNC member Mr. Subash Limbu liaised for the FNC. Members of the FNC are requested to donate on a voluntary basis to support the bereaved family - donations in progress.	
	e. The late Bedraj Kharti peacefully passed away on 30 Mar 2024. His body was repatriated to Nepal on 28 Jun 2024, received by deceased patents in Nepal on 29 Jun 2024. Repatriation was coordinated by the Chairman/Gen Sec. A total of £8120.88p was donated by the FNC members and other Nepalese Communities to meet the repatriation cost of the Late Khatri to Nepal. It cost FNC £5490.00p for the payment of repatriation cost to Sterry funeral Service. Hence, this left FNC with surplus of £2630.00p, which meeting decided to split between two parties in a ratio of 50% (£1315.44p) to decease's ex-wife/3 yrs. old daughter and 50% (£1315.44p) to decease's parents in Nepal as welfare support to them.	

- a. <u>Gen Sec Report.</u> The Gen Sec read out the extracts from previous meeting for the attention of all those present in the meeting highlighting the dates of previous meeting held as shown:
 - (1) Sunday, 24 Mar 2024, General Convention: Election of the 9th Executive Committee.
 - (2) First Meeting of the Executive Committee on Thursday, 28 Mar 2024: Trustees and Advisors nominations.
 - (3) Friday, 10 May 2024, FNC Post Nepalese New Year Celebration Meeting minutes published online.
- b. <u>Treasurer's Update/Financial Statement.</u> The Treasurer and Gen Sec/Centre Manager informed the meeting that FNC has two bank accounts; FNC Main Account and FNC Centre account and gave their updates on FNC bank balance of both accounts, as of 23 Jun 2024, as stated below:
 - (1) The FNC's Main Account Statement, detailing the account's balance of £38,897.08 of unrestricted fund, was submitted by Treasurer Mr. Bikram Rai and is included in Annex A.
 - (2) The FNC Centre's Account Statement, detailing the account's balance of £33,065.81 of restricted and unrestricted was presented by the General Secretary / Centre Manger. The detail of the fund as of that period is as follows:

S. N	Funds Type	Donors	Amount	Project
1	Restricted	The Philip & Connie Phillips	£4774.00	Salary Senior Activity &
		Foundation		Centre Coordinator
2	Restricted	Colyer Fergusson Charitable	£4056.61	Centre Salary Cost
		Trust		
3	Restricted	The National Lottery	£4161.84	Centre Manager Salary
		Community Fund – Awards for		
		all		
4	Restricted	Armed Forces Covenant Fund	£1530.89	Digital Inclusion Project:
				July- 30/31 Nov 2024.
5	Restricted	SEK/KCC Community Wellbeing	£4600.00	Tai Chi & Healthy Eating
		Fund		
6	Restricted	NHS England South	£850.00	CPAR2 Showcase
7	Restricted	SGN	£3852	SGN Safe & Warm
	5		500 00= 04	
8	Restricted	Total	£23,825.34	Salaries Project
9	Unrestricted	Total	£9,239.66	Running Cost & Events

- (3) Regarding Account reporting, both the Chairman and the General Secretary provided updates on the secured funding for operating the FNC Centre, as detailed below:
 - (a) The FNC Centre has secured funding of £233,626 from the Community Fund National Lottery for a period of three years, starting from July 1, 2024, and ending on June 31, 2027. These funds will cover the salary of the center's staff and operational expenses. However, to continue operating at its present scale, the center needs to obtain additional funding totaling £104,405.83 over these three years.

<u>After Note:</u> The Chairman thanked the treasurer and Gen Sec/Centre Manager for keeping up to date records of account and requested them to continue excellent bookkeeping of the accounts. Statement of accounts presented above were unanimously approved by the meeting.

ΑII

3.	FNC Update. The Chairman thanked everyone for their commitment and support to the committee, which resulted successful completion of first 100 days of FNC 9 th Committee on the appointment. He then presented a detailed account of FNC activities, and the official engagements attended over the last 3 months to the meeting. After Note: The meeting acknowledged the Chairman for his performance over the course of his first 100 days on the appointment and thank all committee members for their good work with a big around of applauses.	All
4.	FNC Forecast of Events (FNC FOE) 2024/2025. The FNC FOE 2024/2025 issued on 10 May 2024 was updated during the meeting. An updated FNC FOE as of 02 Jul 2024 has already been circulated within the FNC on 04 Jul 2024 via E-Mail/Viber, copy of which is attached at Annex B. Advisor, Major (Retd) Deb Pun also informed the meeting of upcoming events being coordinated by Senior Citizen coordinator Capt. (Retd) Bishnu Singh for the FNC senior citizens as shown:	All
	Kent County Show visit – Fri, 05 Jul 2024 Annual Gathering at the FNC Centre – Sat, 20 Jul 2024 After Note: The Chairman requested all members to note the forthcoming FNC events on their dairy and to make every effort to attend them.	
5.	<u>Teej Celebration.</u> As Teej is being the most desired celebration for the FNC ladies, FNC Ladies Coordinator, Mrs. Indria Rai, and her team have decided to hold the FNC Teej Celebration on Friday 30 Aug 2024 at Lemon Leaf. The celebration will be held on self-funded basis. Thus, all FNC ladies are kindly requested for their participation in this celebration. Tickets are already out and on sale now at Nepali Local Shops. Further event details to be released by the Ladies coordinator and her team in due course.	All
	After Note: As FNC Ladies Committee has requested help with decorating the venue on the day, all available members are requested to help with their request.	
6.	FNC Plaque/Banner. The Chairman propose to purchase FNC Plaque/Welcome Banners for the reasons as state below and presented samples with quotations of them to the meeting. a. FNC Plaque. To officially present to honored guests and FNC members in recognition of their contribution to the community. The quotation for one plaque was £17.79 each.	All
	 b. FNC Welcome Banners. events by the FNC. After Note: Meeting unanimously approved the proposals, selected the designs and agreed to purchase 50 x Plaques and order banners from Nepal, which expected to arrive from Nepal soon. 	
7.	FNC Centre Bimonthly Cleaning. The Chairman propose to introduce bimonthly deep cleaning of the FNC Centre to familiarize members with the center's facilities as well as to ensure Centre is kept clean, tidy and hazard free to meet the obligation of KCC tenancy agreements for all users. After note: The proposal was agreed by all. Attendance to the program will be on a volunteer basis and cleaning program will end with a messing type of lunch as a reward to volunteers. Specific date	Gen Sec/ All

expected.	
 Karaoke/Tombola Night. Trustee Mr. Rajen Limbu suggested to hold Karaoke/Tombola night at the Centre to promote social gatherings and to help members get acquainted. After Note: Meeting accepted the idea and plan to hold the tombola night as pilot recreational program soon. Any volunteers who is willing to coordinate the event are requested to contact the Chairman/Gen Sec. 	All
Any Other Business (AOB)	
1. Attendance/Dress Code. The Chairman emphasis the active participation of Executive Committee Members, Trustees, Advisors and All Members to the FNC program/meetings as their active participation help to uplift the atmosphere of the event as well as exchange ideas and information to make right decisions over the key issues for the betterment of the FNC. He also kindly requested to adhere to the dress code as prescribed at event instructions by all members. Too casual or inappropriate attire can create an unprofessional atmosphere, which can undermine the importance of the event and negatively impact the overall image of the FNC and its members.	All
2. <u>Chain of Command.</u> The Chairman further stressed the importance of social engagement at the Centre and adhering to the FNC's Chain of Command for smooth operation of the FNC. He stated that it is crucial for all our members to understand the reporting line and adhere to the Chain of Command to ensure effective decision making, accountability and for smooth functioning of the FNC avoiding duplication of work. Hence, Chairman has issued a FNC Chain of Command Policy (connect chairman e-mail of 30 Jun 2024) for the information and compliance of all FNC Members in the future.	All
3. <u>Food Management Plan/Pent Farm Project.</u> The Food and Beverage Secretary, Mr. Chandra Shai, presented the management plan for the upcoming event Food and Drinks at the FNC's meeting, which was noted. Additionally, his concerning the Pent Farm project and the issue of water scarcity-the General Secretary detailed the objectives of the project, and the Chairman is set to visit the project soon.	Ger Sec All
4. FNC Viber Net for Donation Collection . The Assistant Cultural Secretary, Mr. Ganesh Pun, highlighted the need to differentiate between FNC Social news delivery and Donation collection for condolences on FNC's Viber platform to ease off overloading of information. Therefore, he suggested opening a new FNC Viber net for exclusive use of donation collection only to avoid overloading of information on FNC normal Viber site, an idea which the meeting recognized and praised. Gen Sec is to investigate the possibility of opening a separate Viber site for the donation collection only under the heading of "FNC Donation Collection Site".	
5. Removal of E-Mail ID/Contacts of Members from FNC Social network. Advisor Mr. Dhan Gurung advised that the Committee to seriously consider for removal of E-Mail ID/Contacts of members who are no longer residing in Folkestone region for safeguarding of Data Protection Law. The meeting acknowledged his concern and Gen Sec will arrange removal of E-Mail ID/Contacts of members who are no longer residing in Folkestone region from FNC Social Networks soon.	Ge Sec All
6. <u>Trustees Comments.</u> They reminded the Committee to ensure that the Annual Return to Charity Commission is submitted on time.	
7. <u>Appreciation.</u> Secretary Mr. Lingja Rai and all the present in the meeting appreciated the hard work of all committee members/Trustee/Advisors over the past months and particularly Chairman's leadership in skillfully leading the FNC by handling the issue of welfare case of Late Berdej Khatri and Committee in securing funding for operation of FNC Centre for another 3 years with all the commitment and support of FNC Members.	

•	10.	There being no further business to discuss, the Chairman concluded the meeting by expressing thanks to all participants and showing appreciation toward the Food Secretary and his team for arranging food and beverages, with special mentions to Assistant Food Secretary Mr. Ramesh Rai and volunteer Mr. Nagendra Rai for preparing the messing. The meeting closed at 2100 hours.	All
	11.	Next Quarterly Meeting – Sunday 01 September 2024 at FNC Centre, Time: TBC.	All



Dr Maha Rai General Secretary Folkestone Nepalese Community



Capt. (Retd) Rambahadur Pun Chairman Folkestone Nepalese Community

Annexes:

A. FNC Main Account Statement.

B. FNC Forecast of Events (FNC FOE) 2024/2025.C. List of Member Present/Apologies for Absent

Distribution:

Action:

FNC FORECAST OF EVENT 2024/2025 - AS AT 02 JULY 2024

MEETING/SOCIAL EVENTS

Ser	Event	Date	Venue	Responsible	Remarks
1	Submission of Annual Financial Report to Charity Commission	By 01 Apr 2024	-	Gen Sec/Treasurer/Chairman	Report period 31/3/2023 to 01/04/2024
2	Kent County Show Visit by FNC Snr Citizen Group	Fri 05 Jul 2024	Maidstone	Gem Sec/Snr Citizen Co-ords	
3	Bimonthly FNC Centre Deep Cleaning	Sun 11 Aug 2024	FNCC	Gen Sec	
4	Teej 2024 Celebration	Sat 30 Aug 2024	Lemon Leaf	Ladies Coordinator to Coordinate	Actual Teej: Fri 06 Sep 2024
5	FNC Qtrly Meeting/Trustees Board Meeting (2nd Meeting of 9th Ctee)/Dashain Coord Meeting	Sun 01 Sep 2024	FNCC	Gen Sec/Vice Chair	EC to prepare reports/Leas Cliff booked 29/9/2024
6	FNC Tomboa Night (Pilot Event)	?? Sep 2024	FNCC	Gen Sec	
7	FNC Dashain Celebration	Sun 29 Sep 2024	Leas Cliff Hall	Vice Chairmen to Coordinate	Dashain: 03 - 12 Oct 2024. Tihar: 1 - 3 Nov 2024
8	Gurkha Memorial Fund (GMF) 9th Anniversary Memorial Service	Sun 06 Oct 2024	Folkestone Town	GMF	FNC participates on invitation
9	FNC Post Dashain Celebration Meeting/FNC Nepali New Year 2082 Coord Meeting	Sun 20 Oct 2024	FNCC	Chairman/Gen Sec/Vice Chairman	
10	Rememberance Day/FNC Purkha Diwas	Sun 10 Nov 2024	Folkestone Town	Folkestone Town Council	Actual Rememberance Day: Mon 11 Nov 2024
11	FNC Qtrly Meeting/Trustees Board Meeting (3rd Meeting of 9th Ctee)	Sun 08 Dec 2024	FNCC	Gen Sec	EC to prepare reports.
12	Bimonthly FNC Centre Deep Cleaning	Sun 12 Jan 2025	FNCC	Gen Sec	
13	Holi Celebration	Sun 16 Mar 2025	FNCC	Shiva Nova/FNC	Actual Holi: Fri 14 Mar 2025
14	FNC AGM (4th Meeting/1st AGM of 9th Ctee)	Sun 30 Mar 2025	FNCC	Gen Sec	EC to prepare reports
15	FNC Nepali New Year (BS 2082) Celebration	Sat 12 Apr 2025	Hawkinge CC	Vice Chairmen to Coordinate	Actual Nepali New Year on Mon 14 Apr 2025
16	FNC Post Nepali New Year Celebration Meeting	Sun 27 Apr 2025	FNCC	Gen Sec	
17	Submission of Annual Financial Report to Charity Commission	By 01 Apr 2025	-	Gen Sec/Treasurer/Chairman	Report periods 31/03/2024 to 01/04/2025
18	GPF Gurkha Charity Walk	Sat 03 May 2025	Ashford	GPF	
19	FNC Nepali New Year (BS 2082) Post Meeting	Sun 11 May 2025	FNCC	Gen Sec	
20	FNC Qtrly Meeting/Trustees Board Meeting (1st Meeting of 2025)	Sun 22 Jun 2025	FNCC	Gen Sec	
21	Armed Forces Day 2025	Sat 28 Jun 2025	Folkestone Town	Folkestone Town Council	
22	Teej 2025 Celebration (Actual Teej 27 Jul 2025)	твс	ТВС	Ladies Coordinator to Coordinate	
	- Completed				
	- Revised Date				

Note: FNC Wellbeing/Daily Activites taking place at FNCC are published at FNC website. So, you are advised to check back on a regular basis by visiting at www.fncuk.org for more details.

FNC Quarterly Financial Meeting As at 23/06/2024

Income & Expenditures:

S/N	Date	Description	Paid In	Paid Out	Total Amnt	Remarks
01	24/03/2024	B. Forward	£31,694.19		£31,694.19	
02	02/04/2024	Gurkha Peace found	£150.00		£31,844.19	
03	02/04/2024	Rent Charge (KCC)		£100.00	£31,744.19	
04	02/04/2024	Membership Fee	£25.00		£31,769.19	
05	03/04/2024	Help for late Chandra	£195.00		£31,964.19	
06	04/04/2024	Help for late Chandra	£107.00		£32,071.19	
07	05/04/2024	Help for late Chandra	£125.00		£32,196.19	
80	08/04/2024	Help for late Chandra	£191.00		£32,387.19	
09	09/04/2024	Help for late Chandra	£20.00		£32,407.19	
10	11/04/2024	Ladies Dance, Tij	£575.00		£32,982.19	
		party & Members Fee				
11	11/04/2024	To buy Drinks for NY		£500.00	£32,482.19	Party
12	15/04/2024	Help for late Chandra	£181.00		£32,663.19	
13	15/04/2024	Phoenix link UK Ltd		£67.84	£32,595.35	
14	15/04/2024	ICO ZB 041278		£35.00	£32,560.35	
15	17/04/2024	Help for late Chandra	£55.00		£32,615.35	
16	19/04/2024	NY Food Tickets sold	£4,581.00		£37,196.35	
17	20/04/2024	Help for late Chandra	£40.00		£37,236.35	
18	20/04/2024	Subscription collect	£25.00		£37,261.35	
19	22/04/2024	Late Chandra help &	£739.00		£38,000.35	
		Subscription.			·	
20	22/04/2024	Wreath x2 & visit		£141.86	£37,858.49	
		bereaved Family x2			·	
21	24/04/2024	Help for Late	£50.00		£37,908.49	
		bereaved family				
22	29/04/2024	Incidentally	£100.00		£38,008.49	
		transferred by a mbr				
23	29/04/2024	NY Party Food provi		£2,978.00	£35,030.49	
24	01/05/2024	Rent charge (Kentcc)		£100.00	£34,930.49	
25	02/05/2024	Gurkha Peace Found	£150.00		£35,080.49	
26	08/05/2024	Help for late Bedraj	£1,968.88		£37,049.37	+CNC
27	08/05/2024	Subscription	£50.00		£37,099.37	
28	09/05/2024	NY Raffle draw	£130.00		£37,229.37	
		transferred in AC				
29	09/05/2024	Kshetri welfare	£991.00		£38,220.37	Bedraj
30	13/05/2024	Youth Group (Bedraj)	£360.00		£38,580.37	
31	14/05/2024	Phoenix link UK Ltd		£68.40	£38,511.97	
32	14/05/2024	Napier Bks (Bedraj)	£289.00		£38,800.97	
33	15/05/2024	Paid back (Incitrsf)		£100.00	£38,700.97	
34	16/05/2024	Help collected in AC	£1,701.00		£40,401.97	Bedraj
35	17/05/2024	Help bedraj+NY Party	£2,365.00		£42,766.97	Cash
		drinks+Raffle draw				Deposit
36	17/04/2024	Bheri Anchal (Gaule)	£1,447.00		£44,213.97	
37	20/05/2024	Help for late Bedraj	£25.00		£44,238.97	

Annex A

38	24/05/2024	Help collected in AC	£200.00		£44,438.97	Bedraj
39	28/05/2024	Help collected in AC	£60.00		£44,498.97	Bedraj
40	28/05/2024	Help collection in AC	£263.00		£44,761.97	Padam
		•			·	
41	31/05/2024	Help collection in AC	£136.00		£44,897.97	Padam
42	03/06/2024	Gurkha peace found	£150.00		£45,047.97	
43	03/06/2024	Rent Charge Kent cc		£100.00	£44,947.97	FNCC
44	05/06/2024	Help collected in AC	£228.00		£45,175.97	
45	05/06/2024	Help for Khatri , Rana	£442.00		£45,617.97	
		& Members fee				
46	05/06/2024	Wreath & visit fmly		£64.41	£45,553.56	Padam
47	12/06/2024	Membership fee	£25.00		£45,578.56	
48	13/06/2024	Phoenix Link UK Ltd		£68.48	£45,510.08	
49	17/06/2024	Help for Late Padam	£105.00		£45,615.08	
50	17/06/2024	Help for Late Madan	£55.00		£45,670.08	
51	17/06/2024	Help for Late Padam	£20.00		£45,690.08	
52	18/06/2024	Help for Late Madan	£120.00		£45,810.08	
53	18/06/2024	Paid to Funeral svs		£5,490.00	£40,320.08	Bedraj
54	19/06/2024	Late Chandra man		£1603.00	£38,717.08	
		help handed over				
55	19/06/2024	Help & Members fee	£180.00		£38,897.08	Cash
					£38,897.08	In Bank

Note: £5,432.88 (FNC Collected for late Bedraj Khatri)



FNC Quarterly Meeting: Sunday, 23 June 2024, 3pm

FNC Centre

FNC 9TH EXECUTIVE COMMITTEE Attendance

Ser	Name	Appointment	Signature
1	Capt (Retd) Rambahadur Pun	Chairman	
2	Capt (Retd) Suman Chandra Rai	Vice-Chairman (1) (Apol My)	
3	Mrs Mamata Gurung	Vice-Chairman (2)	
4	Dr Maha Rai	General Secretary	82
5	Mr Bikram Rai	Treasurer	(Apr)
6	Mr Linjga Rai	Secretary	Lingto
7	Mr Abesh Rai	Assistant Treasurer (Apology)	0,
8	Mr Man Bahadur Rai	Property Secretary	10
9	Mr Prithiviraj Rai	Assistant Property Secretary	B6 2
10	Mrs Susma Thapa	Cultural Secretary 200 m	20
11	Mr Ganesh Pun	Assistant Cultural Secretary	AX-
12	Mr Bhaskar Rai	Sports Secretary	
13	Mr Santosh Gurung	Assistant Sports Secretary	
14	Mr Hari Kumar Rai	Media Secretary	
15	Mr Jitbhane Pun	Assistant Media Secretary	
16	Capt (Retd) Bishnu Bahadur Singh	Senior Citizen Co-ordinator	
17	Mr Nar Tamang	Assistant Senior Citizen Co-ordinator	0
18	Mrs Indira Rai	Ladies Co-ordinator	Your
19	Mrs Dhanu Limbu	Assistant Ladies Co-ordinator	
20	Mr Chandra Bahadur Sahi	Food and Beverages Secretary	<u> </u>
21	Mr Ramesh Rai	Assistant Food and Beverages Secretary	af !
22	Mr Kueihang Limbu	Youth Co-ordinator (Apology - Nopal)	
23	Miss Kanchan Roka Magar	Assistant Youth Co-ordinator	Konch

Annex C



Board of Trustees

<u>Ser</u>	Name
1.	Mr Chandra Bahadur Gurung
2.	Mr Jhapindra Thapa
3.	Lt (Retd) Nabin Siwa
4.	Mr Raien Limbu

Board of Advisors

<u>Ser</u>	<u>Name</u>
1	Maj Debbahadur Pun (Volunteer Chief Snr Citizen)
2	Mr Dipak Kaucha - Apology
3	Mr Tika Sing Thakuri
4	Mr Harka Prasad Rai
6	Mr Tek Loktam
6	Mr Kishore Sapkota - A Pology
7	Mr Dhan Gurung
8	Mrs Omkumari Purja Pun
9	Mr Amber Gurung
10	Mrs Mina Rai - Apolog y
11	Mr Hikmatsing Roka

Members:

	S. N	Name	Signature
	ON.	RADOLUMBURA ASSAS ASSASSASSASSASSASSASSASSASSASSAS	or Apply
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