



FNC/09C

17 Oct 2024

MINUTES OF FNC 2ND QUARTERLY /TRUSTEE BOARD/DASHAIN 2024 COORDINATING MEETING HELD AT FOLKESTONE NEPALESE COMMUNITY (FNC0 CENTRE ON SUNDYA 01 SEP 2024

Member Present: See Attached Annex **A** (include Zoom attendance)

Apologies for Absence: See Attached Annex **A**

| Ser | Subject/Issues | ACTION |
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| 1. | <p><u>Opening Remarks:</u> The meeting commenced at 11:00 AM on Sunday, 01 September 2024 at the FNC Centre, chaired by Capt. (Retd) Ram Bahadur Pun, as a chairman of the community. He formally opened the 9th Executive Committee's 2nd Quarterly/Trustee Board Meeting and welcomed everyone to the meeting and gave permission to the General Secretary to proceed with the agenda.</p> | All |
| 2. | <p><u>Committee Members' Reports:</u></p> <p>a. General Secretary Report as follows:</p> <p>The last FNC Quarterly Meeting took place on 23 June 2024. Points from the meeting include the draft of FNC Annual Accounts, which was sent and approved by Accounts last Friday. It will be reviewed and approved by the Chair next week before submission to the Charity Commission.</p> <p>In Summary FNC revenue for 2023 – 2024 was approx. £166.360 (£61,843 + £104,517).</p> <p>FNC Chairman Capt (Retd) Ram Bahadur Pun also highlighted point 4 & 5 from AOB of last meeting's minutes to be action by General Secretary and Team.</p> <p>Gen Sec also presented where the FNC Chairman formally or Rep attended Activities since 23 Jun to 01 Sep 2024:</p> <ul style="list-style-type: none"> • 30 Jun 2024 – 13th Annual Armed Forces Day and RGR Fest • 02 Jul 2024 – Visit by the Member of Parliament Candidates • 05 Jul 2024 – Visit to Kent County Show – FNC Senior Citizen (led by Senior Citizen Coordinator Capt (Retd) Bishnu Singh & attended by Vice Chair Capt (Retd) Suman Rai as well. • 07 Jul 2024 – World in a Tent Multicultural Festival • 18 Jul 2024 – Incoming & Outgoing 2RGR GM informal Visit (Rep Vice Chairman Capt (Retd) Suman Rai – Chair holiday 07 Jul – 19 Jul 2024). • 20 Jul 2024 – FNC Senior Citizen Annual Gathering • 02 August 2024 – Folkestone Town Council Mayor's Quiz Night • 08 August 2024 – Newly elected MP Hon. Tony Vaughan formal visit & NL Community Fund Inaugural | All |



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| | <ul style="list-style-type: none"> • 16-17 August 2024 – Hamro Run Club (Hamro Ekdin) • 18 August 2024 – Folkestone Multicultural Festival / Centre Cleaning & Painting • 29 August 2024 – King College London Research Gurkha Veteran Welfare / Mental health • 30 August 2024 – FNC Ladies Teej Celebration visit to help closedown & Setup <p>b. <u>Finance Report:</u></p> <p>(1) Treasurer Report: Treasurer Bikram Rai presented the income and outgoing of last quarter as of 01 Sep 2024 for the FNC main account. Treasure reported total balance of unrestricted fund £39,495.00.</p> <p>(2) Gen Sec also presented the FNC Centre accounts of following balances of restricted Funding = £45023.53 & Unrestricted Funding = £22239.25.</p> <p>c. Ladies Coordinator Indira Rai and Vice Chair 2 Mamata Gurung thanked all the members for the successful running of Teej Celebration on 30 Aug 2024. They thanked the Committee and all members for supporting the event.</p> <p>d. Senior Citizen Co-ordinator – Capt (Retd) Bishnu Singh informed the meeting that he has slowly grasped and in supporting senior citizens their daily appointments. He also mentioned the Centre working laptop which to be actioned by the General Secretary. Centre is heavily involved in making BRP and e-visa application.</p> <p>Advisor Major (Retd) Deb Pun expressed the happiness of senior citizens receiving the service at the FNC Centre and informed the meeting that the Former Senior Citizen Assistant Volunteer Mr Shivadhan Rai will be permanently leaving Folkestone next week.</p> <p>e. There were no other reports from the Committee members and Trustees. However, Chairman informed the meeting that he is working on clarifying the responsibilities of Trustees in response to an inquiry by Trustee Rajen Limbu</p> | <p>All</p> <p>All/Trustees</p> |
| <p>3.</p> | <p><u>Publication of FNC Social Media Policy</u></p> <ol style="list-style-type: none"> 1. Following the guidance of Charity Commission, Chairman Capt (Retd) Ram Bahadur Pun presented the FNC social media Policy, which was unanimously agreed upon. A formal copy of the policy is available at the Centre and a copy is in the FNC Centre Notice Board. All members are requested to visit the Centre to see the copy of the policy. Chairman published notice on this regard on 06 July 2024. See Appendix 1 of this minutes. 2. Implement of this policy is with immediate effect and will be reviewed every two years by the Committee or sooner, if needed. | <p>All</p> |



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| <p>4.</p> | <p><u>Introduction of FNC Membership ID Card</u></p> <ol style="list-style-type: none"> 1. Meeting discussed on introducing FNC Membership ID card due to the increased number of FNC members and to identify active members and improve service delivery. 2. The meeting decided to introduce an FNC Membership ID Card to better distinguish active members and enhance the dedicated services FNC provide to them. 3. The Chairman is in process of drafting the policy of FNC Membership, liaising with all the Folkestone Nepalese business to secure membership benefits. 4. Once finalised, the General Secretary and FNC Centre team to publish a leaflet and being issuing FNC Membership cards to active members only, who have paid £25 every year as a renewal fee of their existing membership according to FNC Membership Register. Both Vice Chairpersons have agreed to volunteer in promoting membership to inactive members by dropping of the membership leaflets to their doors. 5. ID Card printing machine will be purchased by the FNC as agreed at meeting. | <p>Chairman, Vice Chairmen, Gen Sec & All</p> |
| <p>5.</p> | <p><u>FNC Centre Hiring Policy</u></p> <p>The Chairman reviewed the FNC Centre Hiring policy with the General Secretary and has released the updated Hire Policy and hiring form. These are available to all members and the public on the FNC website or from the FNC Centre Notice Board.</p> <p>A key detail to note is the £50 security deposit required for hiring FNC Centre Hall for private events. This deposit covers any potential damage or additional cleaning fees. Your booking will only be confirmed once the security deposit is received, and it must be paid at least a week before the event.</p> | <p>Chairman / Gen Sec /</p> <p>All</p> |
| <p>6.</p> | <p><u>Circulation of Income/Expenditure of Events (Including Opening of a Separate Register Reflecting Income from FNC Centre Hall Bookings)</u></p> <p>The Trustees requested a detailed report on the income and expenditure related to events, as well as the establishment of a separate register to track income from hall bookings for the FNC Centre. The Chairman and attendees agreed with this suggestion and instructed the General Secretary/Centre Manager to present these reports at the upcoming quarterly meetings and issue of statement of account of each event to the members via FNC social net as soon as they happened.</p> <p>On the meeting, Gen Sec presented the recent income from the hall bookings from 01 Apr – 01 Sep 2024 of income of £935.00.</p> | <p>Gen Sec & All</p> |



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| 7. | <p>Before the lunch break at 1:00pm, FNC Member Anu Rai joined the Zoom meeting from her workplace and expressed gratitude for the support she and her family received from the Chairman and FNC after her ex-husband's passing.</p> <p>She donated £1340.44p to the FNC community fund to be used for community essential community work, earning applause for her actions.</p> <p>The details of the support and her thank-you message were shared with FNC members by the Chairman on 02 Jul 2024. See Annex B.</p> | All |
| 8. | <p><u>FNC Dashain Celebration 2024 Coord Meeting – Updates/Discussion over Admin Points</u></p> <p>Chairman (Retd) Ram Bahadur Pun and Vice Chairman Capt (Retd) Suman Rai thoroughly discussed the coordination for the FNC Dashain Get-Together Celebration on 29 September 2024. The final details were published on 05 September 2024 in a document titled "FNC Dashain Get-Together Annual Party – Instructions & Information". The copy can be found at chrome-https://fncuk.org/fnc-meeting/ https://fncuk.org/fnc-meeting/</p> | All |
| 9. | <p><u>Centre Weekly & Monthly Activity</u> – Members were encouraged to check the FNC website and FOE for regular updates by the Chairman and Gen Sec, with additional notifications through e-mail and Viber.</p> | All |
| 10. | <p>Any Other Business (AOB):</p> <ol style="list-style-type: none"> a. Update of FNC Membership Number – Once the FNC Membership ID Card policy is published it should update the FNC membership number. b. Remembrance Service organised by Folkestone Civic Society – 9 Nov 2024, Chairman informed that this Remembrance service will be held, and detail will be published nearer to date. c. Hawkinge Summerfest – 14 Sep 2024 – Chairman did not hear again from them, so we were unable to make arrangement to attend. d. 05 Oct 2024 – FNC Farm Festival collaborate with ShivaNova/Equatorial festival later Chairman Capt (Retd) Ram Bahadur Pun published the festival and Community farm project meeting held on 12th Sep 2024. See Annex C. e. The Trustees reiterate the significance of mutual respect among individuals. | All |
| 11. | <p>Update of Forecast of Event (FOE) 2024/2025 – The meeting discussed, and later Chairman published the most updated FOE on 23 Sep 2024, copy of which can be viewed by visiting the link below.</p> <p>https://fncuk.org/wp-content/uploads/2024/10/FNC-FOE-2024-2025-As-at-22-Sep-2024.pdf</p> | All |



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| 12. | <u>Welfare Donation Criteria</u> The meeting discuss to establish eligibility criteria for members to receive volunteer donations, to ensure sustainability. A wider discussion is suggested by the meeting for the AGM for approval of it. | All |
| 13. | Next Meeting: 3 rd Qtrly Meeting sun 8 Dec 2024, Venue: FNC Centre, Time to be conform by General Secretary on direction of Chairman nearer to date. | All |
| 14. | Closing Remarks by Chairman 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. The meeting closed at 4:15 hours | Chairman |



Dr Maha Rai
General Secretary
Folkestone Nepalese Community

Capt. (Retd) Rambahadur Pun
Chairman
Folkestone Nepalese Community

Annexes:

- A. List of Member Present/Apologies for Absent.
- B. Chairman's Letter of Thank You
- C. Minutes of Community Garden Project

Distribution:

Action:

All Committee Members
Trustees
Advisors
Ladies Committee
Senior Citizens
Youth Committee
All FNC Members



Appendix 1.

Dear all our value members,

Considering Charity Commission guidelines, FNC 9th Committee has produced FNC Social Media Policy for safety and security of members who uses a social media within FNC and is available for the members to read it at FNC Centre. You will agree that there are many benefits as well as risks to the use of social media. Thus, this policy describes the rules governing use of social media at FNC and sets out how members must behave when using the FNC Social Media sites for the benefit of community and its members. It also explains the rules about using personal social media accounts at FNC and describes what member may say or may not say about the FNC on their personal social media accounts and potential disciplinary actions for violations of it.

Implementation of this policy is with immediate effect and policy shall stay in force until any alterations are formally agreed.

This policy will be reviewed every two years by the Committee or sooner if best practice or other circumstances indicate this is necessary.

Due to the size of the document, Committee has decided to keep a copy of this policy at FNC Centre for members to read. It will be made available on request for reading by the members during their visit to FNC Centre. As this policy applies to all members of FNC (including FNC Employee and Volunteers) and have a list of rules to follow by them when using social media, we request all our FNC Members, employees, and volunteers, who uses social media within FNC, to read and familiarise themselves with this policy for the benefit of community and of their own.

Thank you for your co-operation, as ever.

RAMBAHADUR PUN
Chairman
Folkestone Nepalese Community



2ND QUARTERLY /TRUSTEE BOARD/DASHAIN 2024 COORDINATING MEETING

Sunday, 01 Sep 24, 11 am at the FNC Centre

FNC 9TH EXECUTIVE COMMITTEE Attendance

| Ser | Name | Appointment | Signature |
|-----|----------------------------------|--|-----------|
| 1 | Capt (Retd) Rambahadur Pun | Chairman (Trustee Chair) | |
| 2 | Capt (Retd) Suman Chandra Rai | Vice-Chairman (1) | |
| 3 | Mrs Mamata Gurung | Vice-Chairman (2) | |
| 4 | Dr Maha Rai | General Secretary | |
| 5 | Mr Bikram Rai | Treasurer (Trustee) | |
| 6 | Mr Linjga Rai | Secretary | |
| 7 | Mr Abesh Rai | Assistant Treasurer | |
| 8 | Mr Man Bahadur Rai | Property Secretary | |
| 9 | Mr Prithviraj Rai | Assistant Property Secretary | |
| 10 | Mrs Susma Thapa | Cultural Secretary | |
| 11 | Mr Ganesh Pun | Assistant Cultural Secretary | |
| 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 | |
| 18 | Mrs Indira Rai | Ladies Co-ordinator | |
| 19 | Mrs Dhanu Limbu | Assistant Ladies Co-ordinator | |
| 20 | Mr Chandra Bahadur Sahi | Food and Beverages Secretary | |
| 21 | Mr Ramesh Rai | Assistant Food and Beverages Secretary | |
| 22 | Mr Kueihang Limbu | Youth Co-ordinator | |
| 23 | Miss Kanchan Roka Magar | Assistant Youth Co-ordinator | |



Board of Trustees

| Ser | Name | Signature |
|-----|---------------------------|-----------|
| 1. | Mr Chandra Bahadur Gurung | |
| 2. | Mr Jhapindra Thapa | |
| 3. | Lt (Retd) Nabin Siwa | |
| 4. | Mr Rajen Limbu | |

Board of Advisors

| Ser | Name | Signature |
|-----|--|-----------|
| 1 | Maj Debbahadur Pun (Volunteer Chief Snr Citizen) | |
| 2 | Mr Dipak Kaucha | |
| 3 | Mr Tika Sing Thakuri | |
| 4 | Mr Harka Prasad Rai - Nepal | |
| 6 | Mr Tek Loktam | |
| 6 | Mr Kishore Sapkota | |
| 7 | Mr Dhan Gurung | |
| 8 | Mrs Omkumari Purja Pun | |
| 9 | Mr Amber Gurung | |
| 10 | Mrs Mina Rai | |
| 11 | Mr Hikmatsing Roka | |

Members

| S. N | Name | Signature |
|------|-------------------|-----------|
| 1 | Mohan Kumar Rai | |
| 2 | Nar Maya Limbu | |
| 3 | Manu Limbu | |
| 4 | Indra Maya Rai | X |
| 5 | Dhan Kumari Rai | DKRI |
| 6 | Padmaya Limbu | PM |
| 7 | Dil Maya Tamang | |
| 8 | Fista Bdr. Rai | |
| 9. | Dil Maya Sunwar | DIL |
| 10. | Jashuda Rai | Jashuda |
| 11 | Tej Kumari Sunwar | TSU |



| S. N | Name | Signature |
|------|------------------------|-----------|
| 12 | Buddhi Kumar Sunuwar | |
| 13 | Rajan Limbu | |
| 14 | Nar Bdr. Tamang | |
| 15 | Tirtharaj Limbu Gurung | |
| 16 | Chitra Bahadur Dura | |
| 17 | Ganga Prasad Gurung | |
| 18 | Udit Bahadur Gurung | |
| 19 | Kul Bdr. Gurung | |
| 20 | Krishna Bdr. Thapa | |
| 21 | Anbar Gurung | |
| 22 | Shanti Kumari Limbu | |
| 23 | Ganesh Pun | |
| 24 | Judira Rai | |
| 25 | Padam Bdr. Thapa | |
| 26 | Rajan Thapa | |
| 27 | Chandra Shahi | |
| 28 | Mina Kumari Rai | |
| 29 | Mrs. Mamata Gurung | |
| 30 | Gaurimaya Tamang | |
| 31 | Narmaya Gurung | |
| 32 | Bishnu Kumar Gurung | |
| 33 | Narmaya Tamang | |
| 34 | Poojan Pun | |
| 35 | Ran Bdr. Gurung | |
| 36 | Chaturman Rai | |
| 37 | Om Kumari Gurung | |
| 38 | Mimaya Limbu | |
| 39 | Gyan Bdr. Limbu | |
| 40 | Man Kumari Gurung | |



41. Chandra Gurung
42. Mej. Deb Bahadur Pun
43. Siktal Rai Sita.
44. ekhans dinda
45. Kinchi Sherpa

पुन

सिता

दिया

Zoom.



Folkestone Nepalese Community (FNC)

Baker Road
Folkestone, CT19 4NN
www.fncuk.org
Telephone: 07877433930 (M)
E-Mail: rbppun97@hotmail.com

See Distribution

Date: 02 July 2024

Dear All Addressees,

On behalf of Folkestone Nepalese Community (FNC) and Ex-wife of Late Bedraj Khatri, I am writing to thank you all for your generous donations to meet repatriation cost of Late Mr Bedraj Khatri to Nepal. Your kind gesture is greatly appreciated, and it has been a great help to us and decease's family (including decease's ex-wife and 3 years old daughter) to have your support.

Your donations helped us to repatriate Late Khatri to Nepal on 28 June 2024 and deceased body was received by his family at TIA Kathmandu on 29 June 2024, and that is something that our community as well as family of deceased (including his ex-wife) are truly grateful for.

A total of £8120.88p was raised by the Folkestone Nepalese Community and details of the donors are as appended below. It cost us £5490.00p for the payment of repatriation cost to Sterry Funeral Service. As a result, this left us with surplus of £2630.88p, which Folkestone Nepalese Community has decided to split between two parties in a ratio of 50% (£1315.44p) to decease's daughter (Aged 3) and 50% (£1315.44p) to decease's parents as welfare support to them. The said amount will be transferred to them as soon as their bank details are available.

Folkestone Nepalese Community (Raised £5432.88p)
Bheri Samaj UK (Raised £1447.00p)
Kshetri Welfare Society UK (Raised £991.00p)
Canterbury Nepalese Community (Raised £250.00p)

We could not have succeeded to repatriate Late Mr Bedraj Khatri to Nepal without the help of your community. Therefore, we as well as decease's family (including his ex-wfie and 3 years old child) are extremely thankful for the support and commitment of your community to this cause.

Thank you, again, for your donations and support. It is truly appreciated. If you ever have any questions or concerns, please do not hessite to contact us.

Yours sincerely,

CAPTAIN (RETD) RAMBAHADUR PUN
Chairman

Distribution:

Action:

FNC Members
Chairman, Bheri Samaj UK
Chairman, Kshetri Welfare Society UK
Chairman, Canterbury Nepalese Community

Information:

2nd Sec, Embassy of Nepal, London



Folkestone Nepalese Community (FNC)

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See Distribution

Date: 16 Sep 2024

Meeting Notes

Pent Farm Community Project Meeting – Thursday, 12 September 2024

General Overview:

Since 2022, the FNC (Farm and Nature Community) has been actively involved in the Pent Farm Community Project aimed at enhancing community members' health, wellbeing, and promoting environmental sustainability. Through this project, FNC members were allocated land on an annual rental basis to create community allotments. These allotments support a "grow your own, sell your own, and eat your own" philosophy, enabling members to grow crops, sell produce to raise funds for the community, and support healthy living.

Benefits:

Now in its second year, the project has had numerous positive impacts on members, including reducing isolation, developing new skills, encouraging physical activity, and promoting healthy eating. The dedication of those involved in planting, weeding, and harvesting the allotment plots has been instrumental in maintaining the plots' productivity, and ongoing work is essential to ensure their fertility throughout the year.

Funding:

Grants were provided by Ms. Priti Paintal through Kent Down to cover the land rent for the first two years of the project. However, FNC will need to secure new funding to cover next year's rent. If additional funding cannot be obtained, allotment users may need to share the cost of the land rent if they wish to continue.

Meeting Agenda:

The meeting on 12 September 2024 addressed various issues faced by allotment users and the future development of the project. Attendees included Ms. Priti Paintal (Project Officer), Mr. Tom Reynolds (Landowner), Capt. Rambahadur Pun (FNC Chair), Mr. Jhapindra Thapa (Trustee and FNC Farm Project Coordinator), and Mr. Chandra Sahi (Food Security and FNC Farm Project Coordinator). Dr. Maha Rai (General Secretary) sent apologies for being unable to attend.

Key discussion points:

a. Compost and Water Supply for Crops:

Mr. Tony Raynolds agreed to ensure constant supply of compost and water for the plots every year for allotment holders. In case of emergencies, water can be sourced from the canal beside the path using a pump. The meeting encouraged plot holders to save rainwater by fitting guttering and water butts to their sheds for personal water conservation.

b. Electric Fencing:

Subject to agreement of the funders and permission for reallocation of fund, It was agreed that electric fencing would be installed around the allotment plots to protect crops from intrusions. Ms. Priti Paintal will cover the cost of the materials, and plot holders will assist with the installation. Mr. Chandra Sahi will obtain quotes for the materials, and the fencing must be completed by 5th October 2024, before the FNC Farm Food Festival.

c. Other Discussions:

(1) FNC Farm Food Festival (5th October 2024): Venue: FNC Allotment Plot at Pent Farm (11:00 – 15:00). Marquees will be set up, and FNC will provide curry, rice, and other crops grown at the allotment. Curry and rice will be sold, likely at £5 per plate, and cultural dances will entertain visitors and potential funders. The Green Hut will be appropriately decorated for the event.

(2) Re-Flooring of the Green Hut: The rubber floor mats of Green Hut will be jet-washed and placed on wooden pallets after cleaning before 5th October.

(3) Mud-Proofing the Green Hut Area: The open space in front of the Green Hut will be mud-proofed with mats supplied by Ms. Priti Paintal, and Mr. Tom Reynolds will arrange for them to be compressed into the ground before 5th October.

(4) Tea Shop Proposal: The meeting discussed hosting tea shop sessions at the centre to generate funds for ground maintenance and allotment rent if external funding ceases.

(5) Waste Management: Mr. Tom Reynolds kindly offered the use of his skip for a one-time clearance of litter from the allotments. Going forward, plot holders are responsible for taking any waste home, as no further waste should be placed against fences or hedges.

(6) Cultivation Guidelines: To ensure allotments remain clean and cultivated, the FNC or FNC Site Representatives reserves the right to request plot holders to maintain their plots. If a plot remains uncultivated for an extended period, the FNC may ask the holder to return the plot for reallocation on the recommendation of FNC Site Representatives.

(7) Committee Appointments: FNC General Secretary Dr Maha Rai, Trustee Jhapindra Thapa, and Mr. Chandra Sahi were appointed as FNC Site Representatives for the project. They will work closely with the Landowner, Project Officer, FNC Chairman, and plot holders to address project-related issues. They are also tasked with maintenance of site promoting good gardening practices and sustainable use of plots and fund raising to pay land rent. Monthly inspections will be conducted to ensure plot maintenance.

The meeting successfully addressed immediate concerns and set action plans to ensure the continued success of the project.



Capt(Retd) Rambahadur Pun
Chairman
Folkestone Nepalese Community

Distribution:

Action:

All FNC Representatives and Plot Holders
Mr Tom Reynolds (Landowner)
Ms Priti Paintel (Project Officer)

Information:

Folkestone Nepalese Community