



FNC/09C

13 Mar 2025

MINUTES OF FNC 3rd QUARTERLY & TRUSTEE BOARD MEETING HELD AT FOLKESTONE NEPALESE COMMUNITY (FNC) CENTRE ON SUNDYA 08 Dec 2024

Member Present & Apologies for Absence - see attached **Annex A**.

Prior to the official publication of the Minutes, the Chairman provided advance notice of significant updates following that evening of meeting concerning forthcoming events and decisions made during this meeting. This was due to the approaching Christmas break and the end of the year 2024. Please refer to the attached Annex B.

Ser	Subject/Issues	ACTION
1.	<p><u>Opening Remarks:</u> The meeting commenced at 11:00 hrs on Sunday, 08 December 2024 at the FNC Centre, chaired by Capt (Rted) Rambahadur Pun. He officially opened the 9th Executive Committee's 3rd Quarterly/Trustee Board Meeting, welcomed all attendees, and granted permission to the General Secretary to proceed with the agenda.</p> <p>Prior to commencing the agenda, the meeting observed a one-minute silence in honour of their late member, Chakra Bahadur Gurung (Later FNC Coordinate the funeral on 19 Dec 2024).</p>	All
2.	<p><u>Committee Members' Reports:</u></p> <p>I. General Secretary Report:</p> <p>The last two quarterly meetings were held on 23 June 2024 and 01 September 2024. Below are the key revised points from these meetings:</p> <p>a. FNC Annual Accounts:</p> <ul style="list-style-type: none"> • Successfully submitted and accepted by the Charity Commission. • Available online. • Financial Summary (2023 – 2024): £166,360 (£61,843 + £104,517). <p>b. Membership Updates:</p> <ul style="list-style-type: none"> • Removal of Members' Email & Membership Cards – To be briefed by Assistant Abesh Rai, Data Policy Officer. However, he was unable to attend the meeting due to adverse weather conditions, preventing travel from Aldershot to Folkestone. <p>c. FNC Membership Policy & Leaflet Distribution:</p> <ul style="list-style-type: none"> • Following the Chairman's creation of the FNC Membership Policy, a leaflet has been prepared for advertising and distribution. • The meeting decided to include a Nepalese version on the reverse side with the FNC logo, to be presented at the next meeting before distribution. <p>FNC Activities & Events Attended (Since 01 September 2024) The Chairman regularly provides updates on events attended on behalf of FNC via emails and official FNC Viber</p>	All



Ser	Subject/Issues	ACTION
	<p>groups. Additionally, the General Secretary provides regular updates on the FNC website. Below is a summary of key activities and engagements:</p> <ol style="list-style-type: none"> a. 29 Sep 2024 – FNC Dashain Get-Together Annual Celebration (Leas Cliff Hall). b. 05 Oct 2024 – FNC Farm Food Festival (Pent Farm, Postling). c. 05 & 18 Oct 2024 – FNC Volunteer Support for Flu Vaccine Drive (White House Surgery). d. 06 Oct 2024 – GMF 9th Anniversary Celebration. e. 19 Oct 2024 – FNC Chair attended Meet & Greet & Charity Gala with Mayor Harka Sampang Rai. f. 20 Oct 2024 – FNC Centre hosted COVID-19 Autumn/Winter Booster Program. g. 20 Oct 2024 – FNC Post-Dashain Celebration Meeting. <ul style="list-style-type: none"> o Financial Summary: <ul style="list-style-type: none"> ▪ Income: £8,918.00 ▪ Expenditure: £7,326.44 ▪ Surplus: £1,591.56 h. 27 Oct 2024 – Attended Mayoress of Folkestone’s Charity Sunday Lunch. i. 01 Nov 2024 – FNC Senior Citizens’ “Deusi-Bhailo” Celebration. j. 03 Nov 2024 – Civic Service Dedication of the Garden of Remembrance. k. 09 Nov 2024 – Remembrance Event on The Leas & Harbour Arm (<i>New Folkestone Society</i>). l. 10 Nov 2024 – Remembrance Sunday & Purkha Diwas. m. 14 Nov 2024 – Gurkha Welfare Trust Visit to FNC Centre (<i>Briefing & Collaboration with Nirmal Gurung, Head of Gurkha Welfare</i>). n. 15 Nov 2024 – Attended Gurkha Charity Dinner by GMF (<i>on invitation</i>). o. 21 Nov 2024 – Attended Kent Charity Leaders Conference. p. 05 Dec 2024 – Attended Virtual eVisa Session by the Home Office. q. 05 Dec 2024 – Participated in Networking Event on Community Safety (organized by FHDC). <p>II. Finance Report:</p> <p>Treasurer Report: Treasurer Bikram Rai provided an overview of income and expenses for the period from 01 Sep 2024 to 08 Dec 2024 for the FNC main account. The total balance of unrestricted funds is £47,231.54. For further details, refer to Annex C.</p> <p>The General Secretary presented the FNC Centre accounts with the following balances: Restricted Funding = £52,988.45 and Unrestricted Funding = £9,483.78. For detailed information regarding the grant, please refer to Annex D. The document also encompasses the hiring records of FNC members from Sep to Dec 2024 at the FNC Centre.</p> <p>III. Report from Other Committee Members: Capt (Retd) Bishnu Singh and Advisor Major (Retd) Deb Pun expressed their satisfaction with senior citizens receiving services at the FNC Centre.</p> <p>IV. No additional reports were provided by the Committee members and Trustees.</p>	<p>All</p> <p>All/Trustees</p>



Ser	Subject/Issues	ACTION
	<p>event. Later, due to the venue availability at Grand Bustin Hotel, the date was rescheduled to 28 February 2025. Additionally, the Chairman developed a theme to support the Town Mayor's charities and celebrate the 20th anniversary of the FNC. See Annex H for the instructions published by the Chairman on 19 January 2025.</p>	
5.	<p><u>FNC Nepalese New Year 2082 Celebration Coordination Meeting:</u></p> <p>The Vice Chairman Capt (Retd) Sumanchandra Rai informed the meeting that Hawkinge Community Hall has been pre-booked for the celebration on Saturday, 12 Apr 2025 from 10:00 am until 11:30 pm. An alternative venue, the Harvey Grammar School Hall, was considered but ultimately not chosen due to its higher cost and the inability to use the dining section. Therefore, Hawkinge Community Hall has been confirmed as the venue.</p> <ol style="list-style-type: none"> The Coordinator/Vice Chairman, Food & Beverages Secretary, Chandra Shai, and Media Secretary Hari Rai from the Lemon Leaf will discuss and confirm the menu and prices for the Food Menu. They will then inform the Chair and Committee of their decisions. This decision will also affect the ticket prices for the event. As Hawkinge Community Centre does not permit the free sale of alcohol, drinks will be served on a coupon basis, as done last year. The Food & Beverages Secretary Team, Treasurer, and General Secretary are responsible for this task. The Cultural Program & Entertainment responsibilities are assigned to the Cultural Secretary, Susma Thapa, Assistant Ganesh Pun, and Sports Secretary Bhaskar Rai for PA System & DJ. The Chairman and General Secretary are responsible for inviting guests. The Coordinator / Vice Chairman will publish the general instruction and fatigue of the even in due course. 	<p>Chairman / Vic Chairman / Committee / All</p>
6.	<p><u>Any Other Business (AOB):</u></p> <ol style="list-style-type: none"> The General Secretary is to produce the minutes of the meeting held between the FNC Chairman and the Director of ShivaNova / Equator Festival on 07 Nov 2024. These minutes will serve as the working document for both organisations in their partnership to run cultural, educational, and social events for the wider public (see Annex I) After careful deliberation by the Board of Trustees and Committee, it was decided to discontinue the monthly financial support of £150 from the Gurkha Peace Foundation. The meeting resolved that the Chairman and General Secretary would formally communicate this decision, which was completed on 10 December 2024. General Member Ram Lama presented a meeting regarding the Cultural Movie "Chardam" which will be shown on December 21, 2024, at All Soul Church Hall. The Chairman requests the support and participation of community members for this cultural movie, although he will be on Christmas leave and away from Folkestone at the time. 	<p>Gen Sec / Chairman / All</p>
7.	<p><u>Revision of Event Forecast (FOE):</u> The General Secretary presented the most recent version of the FOE on November 18, 2024. Subsequently, the Chairman provided an update to the FOE on January 30, 2025. All the versions are available on the FNC Website and for latest: https://fncuk.org/wp-content/uploads/2025/02/FNC-FOE-Feb-2025.pdf</p>	<p>Chairman/ Gen Sec / All</p>



Ser	Subject/Issues	ACTION
	The General Secretary informed the meeting that the next AGM of the FNC is scheduled for Sunday, 30 March 2025, at 10:00 a.m. at the FNC Centre	
8.	<p><u>Chairman's Concluding Address:</u></p> <p>With no further business to discuss, the Chairman concluded the meeting by thanking all participants and acknowledging the Food Secretary and team for arranging food and beverages to be served after the meeting.</p> <p>The Chairman and General Secretary strive to keep members informed of the FNC's activities through emails and official Viber groups. However, the Chairman emphasised the importance of visiting the FNC website for updates on events, projects, and activities, as these occur rapidly due to FNC's extensive outreach as a professional charity organisation.</p> <p>The meeting closed at 13:35 hours.</p>	Chairman

Dr Maha Rai
General Secretary
Folkestone Nepalese Community



Capt. (Retd) Rambahadur Pun
Chairman
Folkestone Nepalese Community

Annexes:

- A. List of Members Present/Apologies for Absence.
- B. Chairman's Advance Notice of the Decision of 08 Dec 2024 Meeting
- C. Treasurer's Report
- D. General Secretary Centre's Financial Report
- E & F. Chairman's Letters on FNC Memberships & Annual Subscription
- G. FNC Senior Citizen Christmas Lunch Chairman's Instruction
- H. FNC Charity Dinner Admin Instruction
- I. Minutes of FNC and ShivaNova/Equator Festival

Distribution:

Action:

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



3rd QUARTERLY /TRUSTEE BOARD/DASHAIN 2024 COORDINATING MEETING

Sunday, 08 Dec 24, 10:30 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)	Apology
4	Dr Maha Rai	General Secretary	
5	Mr Bikram Rai	Treasurer (Trustee)	
6	Mr Linjga Rai	Secretary	Apology
7	Mr Abesh Rai	Assistant Treasurer	Apology
8	Mr Man Bahadur Rai	Property Secretary	
9	Mr Prithviraj Rai	Assistant Property Secretary	Nepal (full)
10	Mrs Susma Thapa	Cultural Secretary	Apology
11	Mr Ganesh Pun	Assistant Cultural Secretary	
12	Mr Bhaskar Rai	Sports Secretary	Nepal (full)
13	Mr Santosh Gurung	Assistant Sports Secretary	
14	Mr Hari Kumar Rai	Media Secretary	Nepal (full)
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	Apology
20	Mr Chandra Bahadur Sahi	Food and Beverages Secretary	Apology
21	Mr Ramesh Rai	Assistant Food and Beverages Secretary	
22	Mr Kueihang Limbu	Youth Co-ordinator	Nepal
23	Miss Kanchan Roka Magar	Assistant Youth Co-ordinator	

Annex A



Board of Trustees

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

Board of Advisors

<u>Ser</u>	<u>Name</u>
1	Maj Debbahadur Pun (Volunteer Chief Snr Citizen)
2	Mr Dipak Kaucha
3	Mr Tika Sing Thakuri Mr Harka Prasad Rai Mr
4	Tek Loktam
6	Mr Kishore Sapkota
6	
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	NARMAYA TAMANG	Narmaya
2	Tal maya Rai	Tal maya
3	DEWALAXMI Rai	Dewalaxmi
4	DIPALAL Rai	Dipalal
5	Tulasati Rai	Tulasati
6	CHAMPAMA RA	CA
7	MINMAYA LIMBU	M.M
8	Sraya kumari limbu	Slim
9	Bijya kumar Patangwa	Bijya
10	Nar maya limbu	NAR
11	Dharma Gog	Dharma

Dear Valued Members,

Thank you for attending the FNC 3rd Quarterly meeting today (Sun 08 Dec 2024) at FNC Centre. It was a highly productive session, and your collective insights have helped shape significant decisions for the advancement of FNC. Below are the advance notification of key updates and upcoming dates for your info and action as necessary:

- a. Launch of FNC Membership Card** - The meeting approved the launch of the FNC Membership Card. Active members who have paid the annual membership fee of £25 are requested to book an appointment with the General Secretary for the issuance of their membership card. The Vice-Chairman will organize a door-to-door campaign to boost membership numbers. Please read this paragraph along with the FNC Membership Annual Subscription Update letter issued on 05 Dec 2024.

- b. Implementation of Card Payment Facility** - As agreed at the meeting, a seamless payment system will be introduced to enhance revenue collection. This system allows us to align with modern practices, and our members and donors can make payments to FNC in three different ways: by card, online payment, and by cash.

- c. FNC Senior Citizen Christmas Lunch** - As previously informed, this will take place on 17 Dec 2024 at the FNC Centre. Attendance will be on a pay-as-you-dine basis. All are welcome. Please contact the FNC General Secretary or Senior Citizen Coordinators if you wish to attend ASAP.

- d. FNC Charity Gala/Dinner** - The meeting proposed holding an FNC Charity Gala/Dinner night, tentatively on 15 Feb 2025 (to be confirmed), possibly at the Grand Buston Hotel. Further confirmation will follow from the FNC Vice Chairmen soon.

- e. Transfer of £150 from GPF** - The meeting decided to discontinue this financial assistance, effective immediately, as FNC has recently secured funding from alternative sources. The committee will email the GPF Chairman to facilitate this.

- f. FNC Annual General Meeting (AGM)** - This will be held on Sun 30 Mar 2025 at the FNC Centre. All members are requested to free up their diaries to attend this annual meeting.

- g. FNC Nepali New Year Celebration**- As previously notified, FNC will hold this celebration on Sat 12 Apr 2025 (as previously announced), coordinated by Vice Chairman 1. Members are requested to free up their diaries to attend this celebration.

Further details of the meeting will be promulgated in the meeting minutes and circulated by the Gen Sec soon. In the meantime, we request our members to mark these dates and plan to participate actively.

Furthermore, all members are free to submit their suggestions at meetings, but we encourage members to submit suggestions that align with the FNC constitution, are well-researched, and do not provoke arguments. Suggestions that fail to meet these criteria may disrupt discussions and risk the unity of our community. Therefore, members are requested to be mindful of these guidelines before submitting their suggestions to the meeting. The committee is committed to upholding harmony within the community.

Annex B

We express our thanks to the Gen Sec for organising the meeting, and to the Food Secretary, Assistant Food Secretary, Treasurer, Trustee Jhapindra Thapa, and Member Krishna Thapa for their support in providing delicious food. We also extend our thanks to Lemon Leaf Management for their assistance with kitchen facilities.

Thank you for your continued support and cooperation.

Best regards,

A handwritten signature in black ink, appearing to be 'Rambahadur Pun', written over a light blue grid background.

Rambahadur Pun
Chairman, FNC

Date: 08 Dec 2024

Income & Expenditures:

S/N	Date	Description	Paid In	Paid Out	Total	Remarks
01	01/09/2024	B/Forward	£39,495.04		£39,495.04	
02	02/09/2024	Membership Fee	£75.00		£39,570.04	
03	02/09/2024	Gurkha peace found	£150.00		£39,720.04	
04	02/09/2024	Kent CC Rent charge		£100.00	£39,620.04	FNCC
05	10/09/2024	Membership Fee	£200.00		£39,820.04	
06	11/09/2024	Donation H.B. Rai	£100.00		£39,920.04	FNC
07	13/09/2024	Phoenix Link UK Ltd		£67.20	£39,852.84	
08	16/09/2024	Membership Fee	£225.00		£40,077.84	
09	16/09/2024	Membership Fee	£300.00		£40,377.84	Cash
10	24/09/2024	Membership Fee	£137.50		£40,515.34	
11	01/10/2024	Kent CC Rent charge		£100.00	£40,415.34	
12	02/10/2024	Gurkha Peace Found	£150.00		£40,565.34	
13	03/10/2024	Advnce paid to food provider for D. party.		£2,000.00	£38,565.34	
14	09/10/2024	Membership Fee	£150.00		£38,715.34	
15	11/10/2024	Cash Deposited	£7,814.00		£46,529.34	
16	11/10/2024	Community Farm	£351.50		£46,880.84	
17	11/10/2024	Treasurer Expenditure		£64.80	£46,816.04	
18	11/10/2024	Tickets sold (Dashai)	£534.00		£47,350.04	
19	14/10/2024	Phoenix Link UK Ltd		£67.20	£47,282.84	
20	22/10/2024	Membership Fee	£75.00		£47,357.84	
21	22/10/2024	Dashai party food		£3,000.00	£44,357.84	L, Leaf
22	23/10/2024	Tij Party profit £300 & £359 Non useable	£659.00		£45,016.84	£300 for FNC
23	30/10/2024	Dashai party food		£1,460.00	£43,556.84	L. Leaf
24	01/11/2024	KentCC Rent charge		£100.00	£43,456.84	
25	04/11/2024	Gurkha Peace found	£150.00		£43,606.84	
26	04/11/2024	Membership Fee	£150.00		£43,756.84	
27	06/11/2024	Membership Fee	£375.00		£44,131.84	
28	08/11/2024	GMF Support	£200.00		£44,331.84	
29	13/11/2024	Phoenix Link UK Ltd		£67.20	£44,264.64	
30	26/11/2024	Raffle draw profit & float money.	£695.00		£44,959.64	
31	26/11/2024	Membership Fee	£175.00		£45,134.64	
32	28/11/2024	S/C Deusi Bhailo £250 & Fee £87.00	£337.00		£45,471.64	
33	28/11/2024	Membership Fee	£75.00		£45,546.64	
34	29/11/2024	Dashai Party Décor.		£97.94	£45,448.70	
35	02/12/2024	Gurkha Peace Found	£150.00		£45,598.70	
36	02/12/2024	Kent CC Rent		£100.00	£45,498.70	
37	05/12/2024	Membership Fee	£225.00		£45,723.70	
38	05/12/2024	Membership Fee	£50.00		£45,773.70	
39	05/12/2024	Reimbursement Rent Charge	£900.00		£46,673.70	From FNCC
40	05/12/2024	Phoenix Link FNC- Nepal Reimburse	£607.84		£47,281.54	From FNCC
41	06/12/1014	Dashai Raffle Draw Float Money		£100.00	£47,181,54	
42	06/12/2024	Membership Fee	£50.00		£47,231.54	Bank



FNC Centre Project Financial Summary

1 April - 9 Dec 2024

	Donor	Income	Costs	Surplus
Colyer Fergusson - A-02577/R6421	Restricted: Colyer Fergusson	£5,000.00	9,751.77	-4,751.77
FNC - OGA444143	Restricted: Kent Community Foundation	£5,000.00		5,000.00
FNC Centre - 20267132	Restricted: NL Community Fund	£37,143.00	24,696.57	12,446.43
FNC Community Garden	Restricted: FHDC -Ward Grant	£1,200.00	500.00	700.00
Force for Change - FNC Digital & Language Inclusion	Restricted: Armed Forces Covenant Fund	£5,353.20	3,078.55	2,274.65
SEK-Community Wellbeing Fund	Restricted: SEK	£5,000.00	2,997.50	2,002.50
SGN Safe and Warm	Restricted: SGN	£12,964.00	11,330.00	1,634.00
Salary of Activities Worker	Restricted: The Philip and Connie Phillips Foundation	£8,900.00	4,756.58	4,143.42
UKSPF - Warm Space	Restricted: Folkestone & Hythe District Council	£8,000.00	690.68	7,309.32
Lloyds Foundation	Restricted: Lloyds	£25,000.00		25,000.00
CPAR 3	The Scottish Community Development Centre	£7,800.00	2,100.00	5,700.00
	Balance	£62,472.23		
	Restricted	£52,988.45		
	Unrestricted	£9,483.78		

FNC Centre Financial Report on Hall Hire Detail

FNC Centre Hall Hire	Venue Hire Detail	Amount
1. Oct & Nov Gopika Jaysree – Indian Traditional Dance Class	10am-11am – Every Saturday (One hour) Main Hall / Conference Room	£80.00
2. 2 nd Nov – T. Limbu	Main Hall	£50
3. 9 th Nov – K. Limbu	Main Hall (KYC Folkestone)	£50
4. 23 Nov – R. Kaucha	Main Hall (MAUK-Kent)	£50
5. 23 Nov – G. Limbu	Hiring of Tent	£20
	Total = £250	



Folkestone Nepalese Community (FNC)

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

See Distribution

Date: 21 Oct 2024

FNC MEMBERSHIP EXPLAINED; WHAT IT MEANS AND WHY IT MATTERS

References:

- A. FNC Constitution.
- B. Minutes of FNC 2nd Qtrly/Board of Trustees Meeting held on 01 Sep 2024.

We would like to start by expressing our sincere gratitude for your continued membership with FNC. Your loyalty and support have been vital in allowing us to provide valuable benefits to our members and actively develop our community.

As you may know, during the FNC AGM on 26 Mar 2023, we implemented a new membership system, replacing the previous one-time payment of £10 for life with an annual membership fee of £25. Members who obtained their membership through the old system can still retain their membership status but will be considered inactive and, therefore, will not enjoy the full privileges that active members do. We kindly urge all members to switch to their membership status to the new system by renewing their membership annually for £25 to maintain an active status and enjoy the full benefits.

It's hard to believe that nearly two years have passed since you first joined the FNC under this new membership scheme. Your annual membership has allowed us to achieve numerous milestones, including:

- Securing our lease agreement with Kent County Council for the FNC Centre.
- Hosting regular social and well-being activities that uphold the prestigious image of FNC within the wider local society.
- Continuing to offer invaluable services to members and their families, particularly those in need.
- Developing FNC into a registered charity and fostering strong relationships with local councils and other public service organizations, while promoting our culture and traditions.
- Providing discounts on FNC Centre Hall bookings for active members.

Following our recent Quarterly Meeting on 1st September 2024, we are pleased to announce the introduction of FNC Membership ID Card. This card will help us better distinguish our active members and offer them enhanced services (Refer to Reference B for details).

The General Secretary and Treasurer will oversee the issue of this ID cards to active members only whose memberships have been renewed.

The ID card will be valid for one year and can be renewed annually by paying a fee of £25.

As a token of appreciation, FNC Membership cardholders will enjoy a 5% discount on meal purchases at select local Nepali restaurants here in Folkestone, namely Lemon Leaf, Gurkha Palace, Annapurna Nepalese Restaurant, Everest Café, Himalayan Café and The Flamin' Chicken Restaurant.

Revised FNC Membership Subscription:

- £25 per household (including children under 18 years) or for adults
- £12.50 for widows

This subscription fee is payable upon joining or renewing your membership and must be renewed annually.

All other membership details, including classifications and privileges, can be found in the FNC Constitution (Connect Reference A) and AGM minutes from 26th March 2023. Please check with the General Secretary or Treasurer to confirm if your renewal is due. If it is, we kindly ask you to renew your membership at the earliest convenience to ensure continued access to FNC's invaluable services.

To renew your membership, please add your details to the membership renewal request on Viber, as circulated by our Treasurer in timely manner. Alternatively, you can contact our Treasurer or General Secretary, who will assist you in renewing your membership quickly and efficiently. If you have any questions about the renewal process, feel free to reach out to our General Secretary, Treasurer, or Chairman, or visit our FNC Centre located on the ground floor of Cheriton Library.

Once again, thank you for your cooperation and ongoing support to the community.



RAMBAHADUR PUN

Chairman
Folkestone Nepalese Community (FNC)

Distribution:

Action:

All Committee Members

Trustees

Advisors

Senior Citizen Group

Senior Citizen Representative

FNC Centre Manager

FNC Centre Staffs

Ladies Committee

Youth

All Members

Volunteers

Local Nepali Restaurant Proprietors – Thank you for being so understanding and generous.

Information:

FNC Office Notice Board

Chairman HO/TO Folder



Folkestone Nepalese Community (FNC)

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

See Distribution

Date: 05 Dec 2024

Dear all,

FNC MEMBERSHIP ANNUAL SUBSCRIPTION UPDATE

Reference:

A. FNC AGM of 26 Mar 2023.

Following Reference A and subsequent communications regarding the annual subscription, we sincerely thank you for your cooperation in contributing to the yearly subscriptions. However, we have noted that the payments received do not yet fully align with the actual membership numbers in our records. Please rest assured that this committee is committed to addressing and reconciling these discrepancies.

To streamline this process, we encourage all members to transition to the new membership system by paying the annual fee of £25. This subscription provides an FNC membership card as proof of membership and access to related privileges. This initiative, as approved at Reference A, aims to enhance membership record accuracy, improve community management and cover operation costs of centre.

We extend our heartfelt gratitude to the Treasurer, General Secretary, Assistant Treasurer, Advisor Harka Prasad Rai, Trustee Jhapindra Thapa, Senior Citizen Coordinators, and all our dedicated volunteers. Their invaluable efforts in updating membership records and preparing the issuance of FNC membership cards, under the guidance of the FNC Chairman, are deeply appreciated.

We kindly urge all members who have not yet transitioned to the new membership system to do so at their earliest convenience. Your continued support and cooperation are vital to the success of this initiative.

Thank you for your understanding and assistance in this matter.

RAMBAHADUR PUN
Chairman
Folkestone Nepalese Community

Distribution:

Action:

All Committee Members (Including Trustees, Advisors, Ladies Committee & Youth)
Senior Citizen Coordinators
All Members

Information:

FNC Notice Board

To: FNC Exe Cttee, Trustees, Advisors, Senior Citizens, Ladies Ctee & All Members,

FNC SENIOR CITIZENS ANNUAL CHRISTMAS LUNCH – TUES 17 DEC 2024

Reference:

- A. FNC Forecast of Event 2024/2025.

General

1. FNC Senior Citizens Christmas festivity lunch will be held on Tues 17 Dec 2024 at the FNC Centre (FNCC), as coordinated by FNC as in the past. This event is a continuation of previous years' traditions to foster a festive atmosphere for senior citizens and community members.

Aim

2. This instruction serves to inform FNC Committee members and senior citizens about the event's details and to ensure proper coordination.

Attendance

3. All FNC Senior Citizens and invited guests are expected to attend. The Folkestone Town Mayor will be present at the event. The FNC Genl Sec will send an official invitation to the Worshipful Town Mayor of Folkestone and other guests as decided at the meeting.

Finance

4. The event will operate on a pay-as-you-dine basis, supplemented by the Town Mayor Christmas Fund in support of the senior citizens.

Dress

5. Attendees are advised to dress warmly and festively. Considering the winter weather.

Timings

6. Event timings are as follows:
- 0900 Hrs - FNC Centre set up for the party in a Christmas theme (Note: Tent will be erected one day before the event depending on weather)
 - 1030 Hrs - Venue ready to receive guests.
 - 1200 Hrs - 1500 Hrs: Party commences (Note: Invited Guests arrive at 1200 Hrs & will depart at 1430 Hrs)
 - 1500 Hrs - Party ends, and venue clearance begins.

Food & Drinks

7. Food for the event will be as coordinated by Mrs Kapila Thapa with support from FNC Gen Sec/Centre Manager, Food and Beverage Sec and FNC Senior Citizens, ensuring provisions for around 100 attendees. The food menu will be as per previous years.
8. Drink stand will be run by Mr Chaturman Rai and Mrs Sita Sigdel Rai, as assisted by other FNC Senior Citizens.

Sound System

9. The FNC portable sound system will be used to provide entertainment and announcements during the event as set up by the FNC Gen Sec/Centre Manager.

Responsibilities

10. The event's success relies on the collective efforts of the following:
 - **Event Coordinators:** General Secretary/Centre Manager, Senior Citizen Chief Volunteer/Coordinator, assisted by Senior Citizens (Mr Tikaram Rai, Mr Dharmasing Gurung & Mr Lalit Gurung)
 - **Food & Drinks Provision:** General Secretary/Centre Manager, Senior Citizens & Food Secretary
 - **Entertainment:** As provided by Emanuel & Hosna Mandali jointly
 - **Event Supervisor:** FNC Chairman

Conclusion

10. This event is aiming to entertain FNC Senior Citizens with a festive theme and strengthen support for the Town Council while promoting community integration.

Rambahadur Pun

Chairman
Folkestone Nepalese Community

Date: 26 Nov 2024

FNC/9CC

17 January 25

See Distribution

FNC CHARITY DINNER NIGHT – FRI 28 FEB 2025

Reference:

- A. FNC FOE 2024/2025.
- B. FNC Central Committee meeting via Zoom of 16 Jan 2025.

GENERAL

1. The FNC Charity Dinner Night is officially scheduled for Friday 28 Feb 2025, at the Grand Burstin Hotel in Folkestone, Kent. This event, as discussed during the quarterly meeting and included in the FNC FOE, serves two key purposes:

- Supporting the Folkestone Town Mayor’s Charity and Raising Maintenance Funds for the FNC ensuring the FNC has the resources to meet its operational objectives.
- To celebrate 20th Anniversary of FNC.

AIM

2. This instruction is issued to inform FNC members of the event details and to ensure proper coordination for its successful execution.

ATTENDANCE

3. All interested FNC members, and their families are expected to attend. The Worshipful Town Mayor of Folkestone, MP for Folkestone and Hythe, Councillors, and other local dignitaries, Leaders and members of the local Nepalese Community, who will be invited as paying guests. This collective participation underscores the significance of the event and strengthens ties with the community.

DRESS

4. The dress for the gentlemen is Suit or Black Tie (Medal may be worn) and Saree or equivalent attire for the ladies.

COST

5. The cost for the dinner night is as follows; £35 per person, £60 per couple **(Husband and Wife only)**. Payments must be made to the FNC Bank Account using the following details to confirm their attendance by Mon 17 Feb 2025. Please use your full name followed by “**FNCCD**” as the payment reference. Attendance will be accepted on a first-come, first-serve basis due to limited capacity.

Acct Name: Folkestone Nepalese Community
Sort Code: 52-41-42
Acct No: 47138327

6. After making payment, please list your full name and partner’s name on the FNC Viber list for confirmation of attendance, issuance of tickets at the venue door and seating arrangements.

7. For those without online banking access, list your name on the FNC Viber list and write "Cash" against your name to reserve your ticket. Tickets can be paid for in cash at the venue door on the day. If you encounter any difficulties with ticket purchases, please contact the FNC Gen Sec/FNC Centre Manager on 07733455320 before Mon 17 Feb 2025, who will be happy to assist.

GROUP BOOKING OF TABLE

8. FNC Members interested in reserving a table for their associated association or friends and family can make a group booking. Each table accommodates up to 8 people. Cost of booking of a table will be £35 per person and £60 for couple (**Husband and wife only**). To reserve a table, contact the FNC General Secretary before 17 Feb 2025 to ensure your group's seating arrangements are secured.

TIMING

9. The timing is as follows:

Thurs 27 Feb 2025 at 2030 Hrs – Stage Decoration/Sound System Set-up

Fri 28 Feb 2025

1800 Hrs – All Arrive at Grand Bustline Hotel Maritime Lounge (Serve Welcome Drink)
1845 Hrs – To be seated at designed table as per the name list displayed
1850 Hrs – Top Table Guests to their table led by Piper
1855 Hrs – National Anthem
1900 Hrs – Observe 2 Min Silence to remember fall community members
1905 Hrs - Short Welcome Speech by FNC Chairman
1910 Hrs – Cake Cutting ceremony
1915 Hrs – Starter Open (Soup and Rolls)
1930 Hrs – Main Meal followed by Desserts
2000 Hrs – Speech by MP and Town Mayor of Folkestone
2015 Hrs – Raffle Draw
2020 - 2100 Hrs – Cultural Dances and Song (Cultural and Asst Cultural Secs to coord)
2100 – 2230 Hrs – Cocktail Dance
2300 Hrs – Dinner Night Ends

FOOD

10. The Grand Burstin Hotel will provide a 3-Course Carvery Buffet Dinner, including:

Starter: Soup and Rolls

Main Meal: Roast Turkey
 Gammon
 Roast Potatoes
 Seasonal Vegetables
 Yorkshire Pudding
 Traditional Gravy

Selection of Desserts

Tea & Coffee

DRINKS

11. A welcome drink will be provided to attendees upon arrival. Each table will be supplied with 1 bottle of Red Wine and 1 bottle of White Wine. Additional drinks can be purchased from the hotel mini bar.

ENTERTAINMENT

12. FNC Cultural Secretary and Assistant Cultural Secretary are requested to organise 4 x Cultural Dances and 4 x Stage Songs as discussed at Ref B. Mr Bhaskar Rai (FNC Sports Sec) kindly agreed to provide sound system and stage lighting for the event.

PARKING

13. Car parking is available on-site at the hotel. **Members must register their car number at the hotel reception after parking for security reasons. Failure to register may result in paying penalty charges.**

SPONSORSHIP

14. Local business proprietors are requested to sponsor minimum £50 for the event. Sponsorship will be advertising their business, as their Flyers and Sponsored sums will be showcased during the event through PowerPoint slides. Local business proprietors will be contacted by the Committee for sponsorship before 17 February 2025.

SAFETY & SECURITY

15. As the event is being held in a public venue, attendees should take extra care of their personal belongings and vehicles. Neither the Coordinator nor the FNC will be responsible for the loss or damage of personal items or property.

DRINK AND DRIVE

16. All attendees are reminded of the risks of drinking and driving and are strongly advised not to engage in this behaviour. Your safety remains our priority. Thus, we have negotiated for those wishing to stay at hotel after the event in an overnight accommodation with breakfast at £39 per person per night based on 2 sharing with complimentary upgrade to a sea view room. If you wish to book a room, please inform the FNC Gen Sec in advance.

RESPONSIBILITY

17. Responsibilities for the smooth execution of the event are as follows:

Event Coordinator	– Capt(Retd) Sumanchandra Rai
Finance	– Mr Biram Rai
Ticket Printing, Seating Plan & Paying Guest Invitation	– Dr Maha Rai
Cultural	– Mrs Susma Thapa, assisted by Mr Ganesh Pun
Music System	– Mr Bhaskar Rai
Raffle	– Mrs Mamta Gurung, Mrs Indira Rai & FNC Volunteers
Stage Decoration	– Mr Man Rai, Mr Prithivi Rai, Mr Jhapindra Thapa & FNC Volunteers
Sponsorship Coordinators	- Capt(Retd) Sumanchandra Rai and Mr Jhapindra Thapa
Overall Supervisor	– FNC Chairman

ATTENDANCE CANCELLATION

18. While attendance cancellations are discouraged, if you must cancel due to unavoidable circumstances, please inform FNC Gen Sec by 17 February 2025.

19. Due to advance arrangements for food, individuals will still be responsible for paying their share of cancellations after 17 February 2025.

CONCLUSION

20. Thank you for your support in making this event a success and contributing to a meaningful community cause. We eagerly look forward to your participation. Success of this event relied upon your unselfish support to the FNC. Jai FNC !

RAMBAHADUR PUN

Chairman, FNC

Distribution:

Action:

All FNC Exe Committee and All Persons listed at para 17

All FNC Members and their families

FNC Trustees

FNC Advisors

FNC Senior Citizen Coord

FNC Ladies Committee

Local Business Proprietors

FNC Volunteers

Information:

Chairman



Folkestone Nepalese Community (FNC)

Baker Road
Folkestone, CT19 4NN
www.fncuk.org
Telephone: 07733455320 (M)
E-Mail: maha.raai@fncuk.org

See Distribution

Date: 01 Dec 2024

Minutes of the Meeting - Collaboration Between Folkestone Nepalese Community (FNC) and ShivaNova/Equator Festival

Purpose

A meeting was held on 07 November 2024 at FNC Centre to clarify key issues of collaboration between Folkestone Nepalese Community (FNC) and ShivaNova/Equator Festival, ensuring the orderly functioning of the projects. The meeting discussed on collaboration of the following projects:

Pent Farm Community Garden
The World in the Tent Multicultural Festival
Nepalese Holi Celebration
Other/Heritage Projects

The meeting attended by the following:

Capt (Retd) Rambahadur Pun (FNC Chairman)
Ms Priti Paintal (Director, Shiva Nova/Equator Festival)
Mr Jhapindra Thapa (FNC Trustee/FNC Rep for Pent Farm Community Garden)
Mr Chandra Shai (FNC Executive Committee/FNC Rep for Pent Farm Community Garden)
Dr Maha Rai, PhD (FNC General Secretary/Centre Manager)

These minutes will act as a reference and working document to guide actions and decisions regarding the above collaborative projects.

Agenda Item 1 - Pent Farm Community Garden

Follow-up from the 12 September 2024 Meeting:

a. Notes:

- Meeting notes from 16th September 2024, prepared by the FNC Chairman, will guide the roles and responsibilities of Pent Farm, ShivaNova/Equator, and FNC.

b. Workshop Reimbursements:

- ShivaNova/Equator will reimburse £1,000 for five school workshops conducted on 7th, 8th, 11th, 14th, and 15th October (£200/workshop).
- FNC will send individual invoices for each workshop to Ms. Priti Paintal (Director, ShivaNova/Equator Festival) for BACS payment to the FNC account, as per previous arrangements.

c. School Workshops Management:

- ShivaNova/Equator will manage school workshops and their associated payments.

- FNC will support workshops upon request, subject to resource availability, with prior notice to the FNC Chair or General Secretary.
- ShivaNova/Equator will pay FNC for the use of staff, services, and resources (details to be shared in advance to allow FNC to invoice).
- Directly compensate individuals for overtime work, with prior notice of rates shared with FNC.
- Ensure that FNC raises invoices only for FNC services/resources and not for direct individual payments.
- All FNC staff involved in the project must have a DBS check. Coordination of DBS checks will be handled jointly by FNC and ShivaNova/Equator.

d. Future Projects:

- FNC staff will continue to provide ad-hoc support for future initiatives under terms set in paragraph 1c, given prior notice.

e. Ownership of Property at Pent Farm Community Garden:

- Assets like sheds, water tanks, and tools will remain under FNC's priority.
- In the event of project discontinuation, all parties will collaboratively decide on asset disposition.

f. Natural Calamities:

- Pent Farm Manager, Tom, will oversee the relocation of sheds if required.

g. Lease Agreement for Pent Farm Community Garden:

- FNC, Pent Farm, and Shiva Nova/Equator will finalise a lease agreement for the plot.
- In the mean times FNC is allowed to continue to use the land for the community garden project with an annual rent of £1200, which must be paid to the Land Manager to retain access and usage rights. (Note: This arrangement was acknowledged and reaffirmed during the meeting held on 12 September 2024 ensuring the project remains sustainable under these terms)

Agenda Item 2 - The World in the Tent Multicultural Festival

Annual Event Scheduled in July at the FNC Centre

a. Core Funding:

- ShivaNova/Equator will secure core funding for the event.

b. Administrative Responsibilities:

- Shiva Nova/Equator will handle paperwork, including road closure permissions, in collaboration with Folkestone & Hythe District Council.

c. FNC Centre Facility and Support:

- FNC will provide volunteers and FNC Centre facilities as needed.
- ShivaNova/Equator will pay FNC a minimum of £600 for venue hire, Nepalese cultural shows, and volunteer food subsidies, upon invoicing.

d. Vendors and Performers:

- ShivaNova/Equator will organize multicultural performers and coordinate vendors for food, drink, and arts/crafts.
- FNC will manage its own food and arts/crafts vendor stall.

Agenda Item 3 - Nepalese Holi Celebration

Annual Event Scheduled in March at the FNC Centre.

a. Core Funding:

- ShivaNova/Equator will provide funding for colors, venue hire, cleaning, Portaloo (if needed), and administrative costs (Temporary Event Notice).

b. Administrative Responsibilities:

- Shiva Nova/Equator will handle paperwork, including road closure permissions, in collaboration with Folkestone & Hythe District Council
- FNC will supply volunteers and manage food and drink arrangements, alongside cultural activities.

c. Venue Hire and Cleaning:

- ShivaNova/Equator will pay FNC a minimum of £350 for venue hire and cleaning.
- FNC will provide Centre facilities for the event and arrange cleaning after the event.

Agenda Item 4 - Other/Heritage Projects

- FNC and ShivaNova/Equator will collaborate on additional projects under mutually agreed terms, provided FNC resources are available.

Agenda Item 5. Conclusion

- These minutes outline the framework for collaboration between FNC, Shiva Nova/Equator Festival, and Pent Farm Community Garden Project. Future updates will be documented to ensure transparency and coordination.
- Amendments & Withdrawal Clause:
 - All agreements and provisions are subject to amendments by mutual consent.
 - If the terms are unsatisfactory, any party may withdraw from the project by providing three months' written notice.

Maha Rai, PhD
General Secretary, FNC

Agreed by:

Capt(Retd) Rambahadur Pun
Chairman, FNC

Priti Paintal
Director, ShivaNova/Equator Festival

Distribution

Action:

Capt (Redt) Rambahadur Pun
Ms Priti Paintal
Mr Tom Reynolds
Mr Jhapindra Thapa
Mr Chandra Shai
Miss Kanchan Roka