

Policy and Resources Committee – 3rd November 2025

Report: Transfer of Assets from the Faversham War Memorial Committee

1. Purpose of the Report

To seek approval for Faversham Town Council to accept the transfer of assets from the Faversham War Memorial Garden Committee, in accordance with the terms set out in the *Asset Transfer Agreement for The Faversham War Memorial Garden Structures*.

2. Background

The Faversham War Memorial Garden Committee was formed in 2009 to oversee the enhancement and maintenance of the War Memorial Garden in Stone Street, adjacent to the Grade II listed 1922 War Memorial Cross. Between 2014 and 2018, the Committee raised funds to redesign and construct a new memorial garden, including carved marble tablets, benches, fencing, gates, pathways, and planting.

The garden commemorates the Faversham men who lost their lives in the First and Second World Wars and is recorded in both the Imperial War Museum and War Memorials Online catalogues.

Since 2019, Swale Borough Council (SBC) has continued to maintain the grass cutting, hedge trimming, and litter bin emptying, while the War Memorial Committee has managed planting, cleaning, and general upkeep through a local contractor.

With the potential reorganisation of local government in Kent, the War Memorial Committee has sought to safeguard the memorial garden's long-term maintenance by transferring its assets and responsibilities to Faversham Town Council.

3. Summary of Proposed Transfer

The *Asset Transfer Agreement* proposes that:

- Faversham Town Council will assume custodianship of the War Memorial Garden structures and any remaining funds held by the Committee.
- The assets will be maintained in their current form and to their existing high standard.
- The current gardening contract will continue for a six-month period to ensure continuity of maintenance.
- Any residual funds will be transferred to Faversham Town Council once a dedicated budget line has been created in the Town Council's revenue budget.
- The Committee will retain a small contingency fund for one year to address any unforeseen issues during the transition.

- Swale Borough Council will be notified of the new arrangements.

4. Rationale for Acceptance

The War Memorial Garden and its structures represent an important part of Faversham's cultural and historical heritage. The transfer of the structures to Faversham Town Council will allay any confusion of responsibility when seeking the transfer of the War Memorial Garden from Swale Borough Council.

5. Financial Implications

The ongoing maintenance costs for the garden are currently £2,000 per annum, with occasional additional costs of around £3,000 every six years for stone cleaning and repainting (this work has just been undertaken). However, following the required six month's notice period the intention will be to bring the garden maintenance in-house. Any commuted funds will be earmarked in a specific War Memorial Garden budget line.

6. Recommendation

It is recommended that the Policy and Resources Committee:

1. **Approves the acceptance of the asset transfer** from the Faversham War Memorial Garden Committee, as outlined in the *Asset Transfer Agreement*.
2. **Authorises the Town Clerk** to complete the formal transfer documentation and establish a dedicated War Memorial Garden budget line.
3. **Acknowledges** the work of the Faversham War Memorial Garden Committee and expresses thanks for their stewardship of this important site.
4. **Formally approach Swale Borough Council** to agree transfer of the War Memorial Garden.

Louise Bareham

Town Clerk

21.10.25