

Folkestone Town Council

MINUTES of the Full Council Meeting (AGAR) held at the Town Hall, Folkestone on Thursday, 13th June 2024 at 6.30 p.m.

TOWN COUNCILLORS PRESENT: Councillors Bridget Chapman, Jane Darling, Laura Davison, Christine Dickinson, Peter Gane, Nicola Keen, Kieran Leigh, Adrian Lockwood, Connor McConville, Liz McShane, Lucy McGirr (Chair), Jackie Meade, Tim Prater, John Renshaw, Belinda Walker, Roger West.

ABSENT: Councillor Charles Bain Smith

OFFICERS IN ATTENDANCE: Toni Brenchley - Town Clerk
Roland Domingo - Finance Officer
Jennifer Griffin – Administration Officer

Prayers were led by Councillor Nicola Keen

2087. APOLOGIES

Apologies were received from Councillor Abena Akuffo-Kelly

RESOLVED: To accept the apologies from Councillor Akuffo-Kelly

Proposed: Councillor Jackie Meade

Seconded: Councillor Roger West

Voting: F: 16, Ag: 0, Ab: 0

2088. DECLARATIONS OF INTEREST

Councillors Peter Gane, John Renshaw and Roger West declared an interest in 2098, as they have items from Cheriton ward stored in the facility.

2089. MINUTES

The Council was asked to receive and authorise the Minutes of the Full Council Meeting held on 30th May 2024 and to ask the Deputy Town Mayor to sign them as a correct record.

RESOLVED: That the Minutes of the Full Council Meeting held on 30th May 2024 be received and signed as a correct record.

Proposed: Councillor Roger West

Seconded: Councillor Adrian Lockwood

Voting: F: 16, Ag: 0, Ab: 0

2090. INTERNAL AUDITOR'S REPORT 2023/24

The Finance Officer gave an update to Councillors on the findings of the Report. Councillors considered and noted the Internal Auditor's Report.

RESOLVED: That the Internal Auditor's Report be noted.

Proposed: Councillor Peter Gane

Seconded: Councillor Roger West

Voting: F: 16, Ag: 0, Ab: 0

Councillor Peter Gane moved a vote of thanks to Roland Domingo, Finance Officer for all his hard work.

2091. STATEMENT OF INTERNAL CONTROL 2023/24

Councillors considered the Statement of Internal Control in support of the Annual Governance Statement. The Chair of the meeting and the Town Clerk proceeded to sign the document.

RESOLVED: To approve the Statement of Internal Control for the year ending 31st March 2024, with the amendment of "Chairman" being changed to "Chair" and for the Chair and Town Clerk to sign.

Proposed: Councillor Roger West

Seconded: Councillor Belinda Walker

Voting: F: 16, Ag: 0, Ab: 0

2092. ANNUAL GOVERNANCE STATEMENT 2023/24

Councillors considered the Annual Governance Statement.

The Town Clerk informed Councillors that boxes 1 & 3-8 had been ticked 'Yes', box 2 ticked 'No' due to the breach of Standing Orders in 2023 and box 9 marked 'N/A'.

An enquiry was made about the use of the minibus. The Town Clerk explained that a Section 19 is still pending.

Councillors praised staff on how well the breach of Standing Orders had been dealt with, adding that the supporting statement was very good, and for the work undertaken to compile the AGAR.

RESOLVED: To approve the Annual Governance Statement 2023/24 and for the Chair and Town Clerk to sign.

Proposed: Councillor Tim Prater

Seconded: Councillor Adrian Lockwood

Voting: F: 16, Ag: 0, Ab: 0

2093. STATEMENT OF ACCOUNTS AND ANNUAL RETURN 2023/24

The Finance Officer provided an update to Councillors.

Councillors approved the Statement of Accounts for 2023/24, the Annual Return for 2023/24 (Section 2 of the Annual Return for the year ending 31 March 2024) and the supporting Bank Reconciliation. The Chair of the meeting proceeded to sign the document.

RESOLVED: To approve the Statement of Accounts and Annual Return 2023/24 and for the Chair to sign.

Proposed: Councillor Jackie Meade

Seconded: Councillor Christine Dickinson

Voting: F: 16, Ag: 0, Ab: 0

2094. PERIOD OF EXERCISE OF PUBLIC RIGHTS

Councillors noted the dates set for the period of exercise of public rights are 19 June 2023 to 28 July 2023, during which time members of the public may inspect accounting records by prior arrangement.

2095. ANNUAL REPORT 2023/24

Councillors considered and noted the 2023/24 Annual Report.

2096. CORPORATE PLAN 2020-2025

The Town Clerk proposed that the Corporate Plan 2020-25 be reviewed and moving forward be reviewed on a four-year cycle with priorities aligned to the budget.

It was suggested that a Corporate Plan Working Group be set up and a survey be prepared for public consultation after the General Election.

RESOLVED: That a Working Group be set up to review the Corporate Plan 2024-2025, moving to a four-year cycle.

Proposed: Councillor Peter Gane

Seconded: Councillor Jackie Meade

Voting: F: 16, Ag: 0, Ab: 0

2097. CCTV

The Town Clerk updated the Councillors on recent upgrades to CCTV infrastructure, funded by F&HDC, advising that three additional cameras had been installed at Sandgate Road Car Park, due to increases in vandalism, at a cost of £13,893.16.

2098. STORAGE LEASE

Report C/24/365 was reviewed and options for the renewal of the storage facility lease discussed.

RESOLVED: That Option 2 be accepted for the renewal of the storage unit lease.

Proposed: Councillor Peter Gane
Seconded: Councillor Nicola Keen
Voting: F: 13, Ag: 2, Ab: 1

2099. WORKING GROUPS

Council was asked to approve nominations for membership to Working Groups for 2024/25, as follows:

CCTV: Cllrs Akuffo- Kelly, Laura Davison, Nicola Keen, Adrian Lockwood, Connor McConville and Belinda Walker.

Highways Improvement Plan (HIP): Cllrs Jane Darling, Laura Davison, Christine Dickinson, Nicola Keen and Belinda Walker.

RESOLVED: That the working groups be approved as follows:

CCTV: Cllrs Akuffo- Kelly, Laura Davison, Nicola Keen, Kieran Leigh, Adrian Lockwood, Connor McConville, John Renshaw and Belinda Walker.

Highways Improvement Plan (HIP): Cllrs Jane Darling, Laura Davison, Christine Dickinson, Peter Gane, Nicola Keen, Kieran Leigh, Lucy McGirr, John Renshaw and Belinda Walker.

Proposed: Councillor Peter Gane
Seconded: Councillor Christine Dickinson
Voting: F: 16, Ag: 0, Ab: 0

2100. POLICIES

Code of Conduct – *Revised policy attached (as per the LGA’s Model Code of Conduct)*

RESOLVED: To accept the revised Code Of Conduct Policy

Proposed: Councillor John Renshaw
Seconded: Councillor Jackie Meade
Voting: F: 16, Ag: 0, Ab: 0

Publication Scheme – *Review of existing policy*

RESOLVED: To accept the Publication Scheme policy

Proposed: Councillor Nicola Keen
Seconded: Councillor Peter Gane
Voting: F: 16, Ag: 0, Ab: 0

Community Engagement Policy – *Review of existing policy*

RESOLVED: To accept the Community Engagement Policy with the following amendments, that the phrase “this builds on Government’s Big Society aspirations and” be removed.

Proposed: Councillor Tim Prater

Seconded: Councillor Jackie Meade

Voting: F: 16, Ag: 0, Ab: 0

2101. DATE OF THE NEXT MEETING

19th September 2024 at 7.00 p.m. – Ordinary Full Council Meeting

The meeting concluded at 7:02pm.

.....Town Mayor

DRAFT