

Folkestone Town Council

MINUTES of the Full Council Meeting held at the Town Hall, Folkestone on Thursday, 13 March 2025 at 7.00 p.m.

TOWN COUNCILLORS PRESENT: Councillors Abena Akuffo-Kelly, Lucy McGirr, Christine Dickinson, Charles Bain Smith, Nicola Keen, Kieran Leigh, Bridget Chapman, Jane Darling, Connor McConville, Laura Davison, Peter Gane, Tim Prater, Jackie Meade, John Renshaw, Belinda Walker.

APOLOGIES: Councillors Adrian Lockwood, Roger West and Liz McShane.

IN ATTENDANCE: Toni Brenchley (Town Clerk)
Jennifer Griffin (Administration Officer)

No questions were received.

2145. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Adrian Lockwood, Roger West and Liz McShane.

RESOLVED: To accept the apologies from Councillors Adrian Lockwood, Roger West and Liz McShane.

Proposed: Councillor Belinda Walker

Seconded: Councillor Lucy McGirr

Voting: F: 15, Ag: 0, Ab: 0

2146. DECLARATIONS OF INTEREST

Councillor Tim Prater declared an interest in Item 18 in relation to F&HDC's Assets (Min. 2162).

2147. MINUTES

Council was asked to receive and authorise the Minutes of the Full Council Meeting held on 9 January 2025 and to ask the Town Mayor to sign them as a correct record.

RESOLVED: That the Minutes of the Full Council Meeting held on 9 January 2025 be received and signed as a correct record.

Proposed: Councillor Nicola Keen

Seconded: Councillor Jackie Meade

Voting: F: 15, Ag: 0, Ab: 0

2148. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Town Mayor gave an overview of activities in relation to the Mayoralty since the last Full Council Meeting.

2149. MINUTES OF THE PLANNING COMMITTEE

Council was asked to receive Minutes of the Planning Committee Meeting held on the 17 December 2024.

RESOLVED: That the Minutes of the Planning Committee Meeting of 17 December 2024 be received.

Proposed: Councillor Christine Dickinson
Seconded: Councillor John Renshaw
Voting: F: 15, Ag: 0, Ab: 0

2150. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Council was asked to receive the Minutes of the Finance and General Purposes Committee Meeting held on the 12 December 2024.

RESOLVED: That the Minutes of the Finance and General Purposes Committee Meeting of 12 December 2024 be received.

Proposed: Councillor Connor McConville
Seconded: Councillor Jackie Meade
Voting: F: 15, Ag: 0, Ab: 0

2151. MINUTES OF THE COMMUNITY SERVICES COMMITTEE

Council was asked to receive the Minutes of the Community Services Committee Meeting held on the 15 October 2024.

RESOLVED: That the Minutes of the Community Services Committee Meeting of 15 October 2024 be received.

Proposed: Councillor Lucy McGirr
Seconded: Councillor Peter Gane
Voting: F: , Ag: , Ab:

2152. MINUTES OF THE CLIMATE AND ENVIRONMENT COMMITTEE

Council was asked to receive the Minutes of the Climate and Environment Committee Meeting held on the 8 October 2024.

RESOLVED: That the Minutes of the Climate and Environment Committee Meeting of 8 October 2024 be received.

Proposed: Councillor Lucy McGirr
Seconded: Councillor Nikola Keen
Voting: F: 15, Ag: 0, Ab: 0

2153. MATTERS AND RESOLUTIONS FROM COMMITTEES

Councillors noted the resolutions.

- i) **Finance and General Purposes Committee – 13 February 2025**
Noted
- ii) **Climate and Environment Committee – 4 February 2025**
Noted
- iii) **Community Services Committee – 11 February 2025**
Noted

2154. TERMS OF REFERENCE

Council was asked to approve the Terms of Reference for the Grants Committee, subject to amending the quorate to one-third of the whole number of the Committee.

RESOLVED: To approve the Terms of Reference for the Grants Committee, subject to amending the quorate to one-third of the whole number of the Committee.

Proposed: Councillor Tim Prater

Seconded: Councillor Kieran Leigh

Voting: F: 15, Ag: 0, Ab: 0

2155. TOWN MAYOR'S AWARDS

Members of the Community who have done something particularly noteworthy during the municipal year 2024/25 have received the following Town Mayor's Awards:

- Jay Cross - Recognised for their support to young people by providing training and emotional support, and support to other charities such as KRAN and Construction Youth Trust.
- John Barber - Recognised for their work in organising musical performances at the Bandstand, attracting large crowds into Folkestone, boosting the local economy.
- Paul Reynolds - Recognised for their work in organising various fundraising events for local charities in Folkestone, as well as supporting the local radio station.
- Ram Bahadur Pun - Recognised for their work with the Nepalese community in supporting individuals and their families through cultural and language barriers.
- Go Folkestone Electrical Waste Recycling Project - Recognised for their work in raising awareness of electrical recycling, raising community spirit and making a positive difference to the environment by reducing electrical waste going to landfill.

2156. TOWN MAYOR'S PORTRAITS

Council was asked to review **Report C/25/382** and approve the proposed changes in the procedure for displaying the Mayor's portraits.

RESOLVED:

- 1) To receive and note Report C/25/382.**
- 2) To approve the reduction in size for each individual Mayoral portrait.**
- 3) To approve the gifting of the current Mayoral portraits to each relevant Past Mayor.**

Proposed: Councillor Jackie Meade

Seconded: Councillor Nicola Keen

Voting: F: 15, Ag: 0, Ab: 0

2157. GUIDANCE FOR WEARING PAST MAYOR AND CONSORT BADGES

The current guidance for wearing Past Mayor and Consort Badges is as follows:

- *At meetings of The Town Council when the Town Mayor is robed.*
- *At all ceremonies or processions when robes are worn (e.g. Remembrance Sunday, Town Sunday etc.).*
- *At Town Council dinners or receptions.*
- *When representing the Mayor at functions within or outside Folkestone at the express invitation or request of the host Mayor, Chair or organiser.*

Council was asked to consider adding the following to the guidance notes:

- *At civic dinners or receptions or other social functions of a civic character within Folkestone, at the request of the host and with the permission of the Mayor.*

RESOLVED: To add the following amended guidance to the guidance notes for wearing Past Mayor and Consort Badges as follows:

- ***At civic dinners or receptions or other social functions within Folkestone, at the request of the host.***

Proposed: Councillor Tim Prater

Seconded: Councillor Kieran Leigh

Voting: F: 15, Ag: 0, Ab: 0

2158. GOVERNANCE AND ACCOUNTABILITY RISK ASSESSMENT AND INSURANCE REVIEW

Council was asked to approve **Report C/25/383** which presents the annual business risk assessment and review of the current insurance arrangements.

RESOLVED:

- 1) **To receive and note Report C/25/383.**
- 2) **To approve and adopt the Governance and Accountability Risk Assessment 2025/26.**
- 3) **To approve the Insurance Review and any recommended amendments to insurance cover.**

Proposed: Councillor Connor McConville

Seconded: Councillor Bridget Chapman

Voting: F: 15, Ag: 0, Ab: 0

2159. TREASURY MANAGEMENT REPORT

In line with section 15(1)(a) of the Local Government Act 2003, **Report C/25/384** reviews the treasury management activities for 2024/25 and proposes the Investment Policy for 2025/26.

RESOLVED:

- 1) **To receive and note Report C/25/384.**
- 2) **To adopt the Investment Policy, as attached for the financial year 2025/26.**

Proposed: Councillor Connor McConville

Seconded: Councillor Laura Davison

Voting: F: 15, Ag: 0, Ab: 0

2160. POLICY & PROCEDURE REVIEWS

- i) Council was asked to review the new NALC Model Financial Regulations for Local Councils. Following review these will be formally adopted at the Annual Meeting.
- ii) Council was asked to adopt the new Social Media Policy.

RESOLVED:

- i) **Council reviewed the new NALC Model Financial Regulations for Local Councils. These will be adopted at the Annual Meeting.**
- ii) **To defer the Social Media Policy to the next Full Council Meeting in order that it may be reviewed and amended.**

Proposed: Councillor Connor McCoville

Seconded: Councillor Laura Davison

Voting: F: 15, Ag: 0, Ab: 0

2161. FOLKESTONE TOWN COUNCIL'S PLAN FOR THE NEXT FOUR YEARS

Council was asked to review and adopt 'FTC'S Plan for the next four years 2025-2029'.

RESOLVED: To adopt 'FTC'S Plan for the next four years 2025-2029'.

Proposed: Councillor Laura Davison
Seconded: Councillor Connor McConville
Voting: F: 15, Ag: 0, Ab: 0

2162. NOTICE OF MOTION

Councillor Peter Gane moved a motion that Folkestone Town Council request that F&HDC transfer Cheriton Recreation Ground with any other recreational areas including the rented play areas and the Folkestone Parks and Gardens to the Town Council, since the Town Council, which replaced the Folkestone Borough Council, is closer, more accessible and of more immediate relevance to the people of Folkestone than the proposed new authority, which will be responsible for providing services to a much larger area, with a population of over 500,000.

RESOLVED: That Folkestone Town Council request that F&HDC enter negotiations for Cheriton Recreation Ground with any other recreational areas including the rented play areas and the Folkestone Parks and Gardens to be transferred to the Town Council, since the Town Council, which replaced the Folkestone Borough Council, is closer, more accessible and of more immediate relevance to the people of Folkestone than the proposed new authority, which will be responsible for providing services to a much larger area, with a population of over 500,000.

Folkestone Town Council to review F&HDC's List Of Assets during a Finance & General Purposes Meeting to determine any other assets the Town Council may be interested in acquiring.

Proposed: Councillor Peter Gane
Seconded: Councillor Nicola Keen
Voting: F: 15, Ag: 0, Ab: 0

2163. TOWN MAYOR ELECT 2025/26

Town Councillors were requested to select the Town Mayor Elect for the ensuing municipal year 2025/26.

RESOLVED: That the Town Mayor Elect for 2025/26 is Councillor Lucy McGirr.

Proposed: Councillor Abena Akuffo-Kelly
Seconded: Councillor Belinda Walker
Voting: F: 14, Ag: 0, Ab: 1

The Town Mayor led the Councillors in congratulations to Councillor Lucy McGirr.

2164. OUTSIDE BODIES

i) The Council received verbal reports from Councillors as Council representatives on the following outside bodies:

Councillor Jane Darling gave a Report on Kent Association of Local Councils.

Councillor Belinda Walker gave a brief update on the Cinque Ports.

Councillor Lucy McGirr gave a brief update on the Folkestone Municipal Charity.

Councillor Belinda Walker gave a brief update on Folke About Town.

Councillor Abena Akuffo-Kelly gave an update on the newly formed Nepalese/Folkestone Twinning Association.

2165. DATE OF THE NEXT MEETING

Annual Statutory Meeting – Tuesday, 6 May 2025

Annual Town Assembly – Tuesday, 13 May 2025

The meeting concluded at 7.53 pm.

.....Town Mayor