

FOLKESTONE TOWN COUNCIL

MINUTES of the Finance and General Purposes Committee Meeting held at Folkestone Town Council Offices, Town Hall, 1-2 Guildhall Street, Folkestone on Thursday, 17 April 2025 at 7.00 p.m.

PRESENT: Councillors Jackie Meade (Chair), Bridget Chapman, Christine Dickinson, Peter Gane, Nicola Keen, Laura Davison, Abena Akuffo-Kelly and Adrian Lockwood.

ABSENT: Councillor Tim Prater.

OFFICERS PRESENT: Toni Brenchley – Town Clerk
Roland Domingo – Finance Officer

1737. APOLOGIES FOR ABSENCE

Apologies received from Councillors Belinda Walker, Connor McConville and Kieran Leigh.

RESOLVED: To approve apologies from Councillors Belinda Walker, Connor McConville and Kieran Leigh.

Proposed: Councillor Peter Gane
Seconded: Councillor Nicola Keen
Voting: F: 8, Ag: 0, Ab: 0

1738. DECLARATIONS OF INTERESTS

There were no declarations of interest.

1739. MINUTES

The Committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 13 February 2025 and authorised the Chair to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Finance and General Purposes Committee held on 13 February 2025 be signed as a correct record.

Proposed: Councillor Christine Dickinson
Seconded: Councillor Nicola Keen
Voting: F: 8, Ag: 0, Ab: 0

1740. RESOLUTIONS FROM COMMITTEES

The committee received the resolution from Climate and Environmental Committee, minute number 129. The Committee is asked to approve the release of Community Infrastructure Levy funds of up to £10,000 for the supply and installation of fencing at Naseby Avenue play park.

RESOLVED: To release Community Infrastructure Levy funds of up to £10,000 for the supply and installation of fencing at Naseby Avenue play park.

Proposed: Councillor Peter Gane

Seconded: Councillor Nicola Keen

Voting: F: 8, Ag: 0, Ab: 0

1741. WARD GRANTS

The Committee was asked to approve the Ward Grants list provided.

Organisation Name	Project Name	Requested Amount	Supported By
Folkestone Music Town CIC	Music In May - Choir-oke	£200.00	Cllr L Davison
Folkestone Music Town	Students and Schools Showcase	£300.00	Cllr B Walker
Strange Cargo	Charivari Day 2025	£300.00	Cllr J Meade
Folkestone Music Town CIC	Music In May – Programme Book	£925.00	Cllr L McShane
Strange Cargo	Charivari Day 2025	£400.00	Cllr J Darling

RESOLVED: To award the organisation with the ward grant amounts listed.

Proposed: Councillor Peter Gane

Seconded: Councillor Christine Dickinson

Voting: F: 8, Ag: 0, Ab: 0

1742. WARD GRANT BALANCES

The Committee noted the Ward Grant balances as at 17 April 2025.

1743. SCHEDULE OF PAYMENTS

The Committee considered the schedule of payments made between 1 February 2025 to 31 March 2025.

RESOLVED: That the Schedule of Payments for the period between 1 February 2025 to 31 March 2025 be approved.

Proposed: Councillor Jackie Meade

Seconded: Councillor Christine Dickinson

Voting: F: 8, Ag: 0, Ab: 0

1744. SCHEDULE OF RECEIPTS

The Committee considered the schedule of receipts made between 1 February 2025 to 31 March 2025.

Councillor Nicola Keen briefly left at this juncture.

RESOLVED: That the Schedule of Receipts for the period 1 February 2024 to 31 March 2025 be accepted.

Proposed: Councillor Peter Gane

Seconded: Councillor Adrian Lockwood

Voting: F: 7, Ag: 0, Ab: 0

Councillor Nicola Keen returned at this juncture.

1745. BUDGET MONITORING STATEMENT 2024/25

The budget monitoring statement of income/expenditure and earmarked reserves up to the 31 March 2025 were received by the Committee.

RESOLVED: That the Budget Monitoring Statement and Earmarked Reserves statement to 31 March 2025 be approved.

Proposed: Councillor Peter Gane

Seconded: Councillor Jackie Meade

Voting: F: 8, Ag: 0, Ab: 0

1746. BANK RECONCILIATION

The bank reconciliation statement as at 31 March 2025 was noted by the Committee.

1747. CCTV COMMERCIAL AGREEMENT

The Town Clerk provided an update regarding the potential commercial agreements for monitoring of the CCTV in conjunction with Swale Monitoring Centre.

RESOLVED: To approve potential commercial agreements for monitoring of the CCTV in conjunction with Swale Borough Council.

Proposed: Councillor Abena Akuffo-Kelly

Seconded: Councillor Peter Gane

Voting: F: 8, Ag: 0, Ab: 0

1748. TOWN HALL BUILDING MAINTENANCE UPDATE

The Town Clerk provided an update on the progression of the Town Hall building repairs, along with budget requirements received.

External Fire Escape – A Tender Pack was produced by MBC Consultancy and uploaded onto Contracts Finder, but unfortunately no interest was received. Three contractors have been approached directly who have now expressed an interest in tendering for the work.

Once the tenders are received, an extraordinary meeting will be convened to approve the works prior to the summer holidays.

Survey of the Town Hall – Request to carry out a drone survey of the Town Hall building to produce a 3D laser scanning and produce CAD drawings for £2,400. The survey will also support the works of the lightning protection works showing an accurate mapping and drawings of the Town Hall building.

Lightning Protection – MBC Consultancy received only two quotations from specialised contractors with others declining due to workloads and technical requirements. Martello Building Consultancy anticipated the works would not be going over £25,000. One contractor has therefore been identified from the

original two quotations and costings for associated works, i.e. street works and statutory fees identified – an outline of the anticipated costs was circulated.

RESOLVED: To approve the Town Hall survey including 3D laser scanning, drone mapping and 2D CAD drawings for £2,400.

Proposed: Councillor Jackie Meade

Seconded: Councillor Nicola Keen

Voting: F: 8, Ag: 0, Ab: 0

RESOLVED: To approve a budget for the installation of lightning protection by a qualified contractor and all associated works up to £43,789.90 from Museum Reserves.

Proposed: Councillor Peter Gane

Seconded: Councillor Jackie Meade

Voting: F: 8, Ag: 0, Ab: 0

1749. LOCAL GOVERNMENT REORGANISATION

The Committee received an update on various correspondence and discussions in relation to Local Government Reorganisation.

1750. DATE OF NEXT MEETING:

12 June 2025 at 7.00pm

The meeting concluded at 7:27pm

Chair.....

Date.....