

Folkestone Town Council

MINUTES of the Annual Assembly of the Town Meeting for the Parish and Town of Folkestone held at the Town Hall, Folkestone on Tuesday, 5 May 2026 at 7 p.m.

PRESENT: Councillors Abena Akuffo-Kelly, Jane Darling, Peter Gane, Nicola Keen, Kieran Leigh, Adrian Lockwood, Lucy McGirr, Liz McShane, Jackie Meade, Tim Prater, John Renshaw, Roger West and Connor McConville.

In attendance: Toni Brenchley (Town Clerk), Georgina Wilson (Corporate Support Officer), Ian Bishop (Town Sergeant), Stephen Fielder (Driver) and Jennifer Griffin (Administration Officer).

Apologies: Councillors Belinda Walker, Christine Dickinson, Bridget Chapman and Laura Davison.

Absent: Councillors Charles Bain Smith.

Prayers

Prayers were led by Revd. Chris Johnson.

Councillor Lucy McGirr, the retiring Town Mayor welcomed everyone to the 23rd Annual Meeting of the Folkestone Town Council and gave a summary of the year as Mayor.

Tim Geere was presented with the KALC Community Award in recognition of his dedicated work with the veteran community.

2239. ELECTION OF TOWN MAYOR 2026/27 AND DECLARATION OF ACCEPTANCE OF OFFICE

The Town Mayor, Councillor Lucy McGirr, called upon Town Councillors to submit their nominations for the election of the Town Mayor of Folkestone for the 2026/27 municipal year.

RESOLVED: That Councillor Jackie Meade be appointed Town Mayor for Folkestone Town Council 2026/27 until the next Annual Meeting and the acceptance of office by a successor.

Proposed: Councillor Adrian Lockwood

Seconded: Councillor Peter Gane

Voting: F: 12, Ag: 0, Ab: 1

Councillor Jackie Meade signed and dated the Declaration of Acceptance of Office in the presence of the Town Clerk.

Councillor Adrian Lockwood spoke in support of the nomination of the Town Mayor and Councillor Peter Gane spoke as seconder to the motion.

The Town Mayor reported that the Mayoral charities for the year would be The Shed Urban Wilderness – Folkestone Youth Project, Sunflower House – Folkestone Food Support project and Folkestone Nepalese Community Centre.

The newly elected Town Mayor, Councillor Jackie Meade, moved a vote of thanks to the retiring Town Mayor, Councillor Lucy McGirr.

Councillor Jane Darling seconded the vote of thanks to the outgoing Town Mayor and gave a speech thanking Councillor Lucy McGirr for the past Mayoral year.

Councillor Lucy McGirr was then presented with the Past Mayor's Badge.

Tim McGirr was then presented with the Past Consort Lapel Badge.

2240. ELECTION OF DEPUTY TOWN MAYOR 2026/27 AND DECLARATION OF ACCEPTANCE OF OFFICE

The Town Mayor, Councillor Jackie Meade, called upon Town Councillors to submit their nominations for the election of the Deputy Town Mayor of Folkestone.

RESOLVED: That Councillor Nicola Keen be appointed Deputy Town Mayor for Folkestone Town Council 2026/27 until immediately after the election of a Town Mayor at the next Annual Meeting of Folkestone Town Council.

Proposed: Councillor Adrian Lockwood

Seconded: Councillor Peter Gane

Voting: F: 12, Ag: 0, Ab: 1

The Town Mayor congratulated Councillor Nicola Keen who signed and dated the Declaration of Acceptance of Office in the presence of the Town Clerk.

Councillor Adrian Lockwood spoke in support of the nomination of the Deputy Town Mayor; Councillor Peter Gane also spoke in support of the motion.

2241. APOLOGIES FOR ABSENCE

Apologies were received for Councillors Belinda Walker, Christine Dickinson, Bridget Chapman and Laura Davison.

RESOLVED: To accept the Apologies from Councillors Belinda Walker, Christine Dickinson, Bridget Chapman and Laura Davison.

Proposed: Councillor Lucy McGirr

Seconded: Councillor Peter Gane

Voting: F: 13, Ag: 0, Ab: 0

2242. DECLARATIONS OF INTEREST

No declarations were made.

2243. APPOINTMENT OF:

a) TOWN MAYOR'S CHAPLAIN

The Town Mayor announced the appointment of Revd. Kate McNeice as Chaplain for the ensuing year.

b) CONSORT

The Town Mayor announced Bryan Garrigan as Consort for the ensuing year.

c) CADET

The Town Mayor announced the appointment of Cadet Corporal Ewan Simpson from the Folkestone and Hythe Sea and Royal Marine Cadets as Cadet for the ensuing year.

2244. MINUTES

The Full Council was asked to receive the Minutes of the Ordinary Meeting of the Council held on 21 April 2026 and to authorise the Town Mayor to sign them as a correct record.

RESOLVED: That the Minutes of the Ordinary Council Meeting held on 21 April 2026 be received and signed as a correct record.

Proposed: Councillor Lucy McGirr

Seconded: Councillor Roger West

Voting: F: 13, Ag: 0, Ab: 0

2245. TOWN MAYOR'S ANNOUNCEMENTS

Town Councillors were requested to note the following dates for forthcoming Civic Events.

VE Day Service (RBL)	8 May 2026
Samuel Plimsoll Service	30 May 2026
Normandy Veterans D Day	6 June 2026
William Harvey Sunday	7 June 2026
Armed Forces Day (Folkestone)	27 June 2026
Town Sunday	28 June 2026
Blessing of the Fisheries	28 June 2026
Canada Day	1 July 2026
VJ Day	15 August 2026
Battle of Britain Day	15 September 2026
Trafalgar Day Service	18 October 2026
Dedication of Garden of Remembrance	1 November 2026
Remembrance Sunday	8 November 2026
Machine Gun Corps(RBL)	11 November 2026
Holocaust Memorial Day	27 January 202

The Civic Events were Noted.

2246. APPOINTMENTS TO COMMITTEES & SUB COMMITTEES

Council were asked to approve the schedule setting out proposals for the Council's Committees 2026/27.

RESOLVED: To approve the appointments to Committees and Sub Committees schedule for 2026/27.

Proposed: Councillor Peter Gane
Seconded: Councillor Roger West
Voting: F: 13, Ag: 0, Ab: 0

2247. APPOINTMENTS TO OUTSIDE BODIES 2026/27

The Town Council was asked to appoint Councillors to the following outside bodies.

- i. Kent Association of Local Councils (two Councillors)

RESOLVED: That Councillors Abena Akuffo-Kelly and Jane Darling be appointed as representatives for KALC for the ensuing year.

- ii. Trustees for the John Bowley and Sherwood Almshouses (four representatives)

RESOLVED: To appoint the existing representatives, as per the request from the Trustees of John Bowley and Sherwood Almshouses of Councillor Roger West, Councillor Lucy McGirr, Mr. Richard Wallace and Mr. Paul Bingham.

- iii. Municipal Charities (Mayor and four Councillors)

RESOLVED: That Councillor Jackie Meade in position as Mayor, Councillors Adrian Lockwood, Nicola Keen, Roger West and Belinda Walker be appointed as representatives for the Municipal Charities for the ensuing year.

- iv. Folkestone Twinning Association (one Councillor)

RESOLVED: That Councillor Adrian Lockwood be appointed as representative for the Folkestone Twinning Association for the ensuing year.

- v. Cinque Ports Champion (one Councillor)

RESOLVED: That Councillor Belinda Walker continue in the role as Cinque Ports Champion.

- vi) NALC Super Council Network

RESOLVED: That Councillor Peter Gane be appointed as representative for the NALC Super Council Network for the ensuing year.

- vii) Mechinager/Folkestone Twinning Association

RESOLVED: That Councillors Jackie Meade, Belinda Walker, Peter Gane,

Kieran Leigh, Abena Akuffo-Kelly, Nicola Keen, Jane Darling and John Renshaw be appointed as representatives to the Mechinager/Folkestone Twinning Association for the ensuing year.

viii) Folkestone Community Forum

RESOLVED: That Councillors Belinda Walker and Jane Darling be appointed as representatives for the Folkestone Community Forum for the ensuing year.

ix) Dover, Deal & District Bureau

RESOLVED: That Councillor Lucy McGirr be appointed as representative for the Dover, Deal & District Bureau for the ensuing year.

x) Armed Forces Champion

RESOLVED: That Councillor Belinda Walker be appointed as Armed Forces Champion for the Armed Forces Covenant for the ensuing year.

Proposed: Councillor Jane Darling

Seconded: Councillor Lucy McGirr

Voting: F: 13, Ag: 0, Ab: 0

2248. APPOINTMENT OF BANK SIGNATORIES

To authorise the signatories on bank payments as follows:

- Town Mayor, Deputy Town Mayor and Serving Past Mayors
- Chair and Vice Chair of Finance & General Purposes Committee
- Chair and Vice Chair of Planning Committee
- Chair and Vice Chair of Community, Climate and Environment

RESOLVED: That the above Councillors be authorised as bank signatories.

Proposed: Councillor Adrian Lockwood

Seconded: Councillor Peter Gane

Voting: F: 13, Ag: 0, Ab: 0

It would be necessary to continue with the current signatories on the mandate until Committee Chairs and Vice-Chairs are appointed and the bank has made the necessary changes.

2249. POLICY REVIEW

In line with NALC (National Association of Local Councils) guidance, Council's policies require re-adoption annually.

RESOLVED: To re-adopt the Council's policies for 2026/27 including the Standing Orders.

Proposed: Councillor Lucy McGirr

Seconded: Councillor Tim Prater

Voting: F: 13, Ag: 0, Ab: 0

RESOLVED: To re-adopt the Financial Regulations for 2026/27.

Proposed: Councillor Connor McConville

Seconded: Councillor Tim Prater

Voting: F: 13, Ag: 0, Ab: 0

2250. SCHEDULE OF MEETINGS FOR THE MUNICIPAL YEAR 2026/27

Council were asked to note the approved provisional schedule for Council and Committee Meetings.

Noted

2251. DATE AND TIME OF NEXT MEETING

12 May 2026 - Annual Assembly

The meeting ended at 7:46pm

.....Town Mayor

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