

FOLKESTONE TOWN COUNCIL



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Date of publication: 11 September 2026

FULL COUNCIL AGENDA

Meeting: Folkestone Town Council Meeting
Date: 17 September 2026
Time: 7.00 p.m.
Place: Town Council Chamber, Town Hall, 1-2 Guildhall Street, Folkestone

To: Town Councillors

YOU ARE HEREBY SUMMONED to attend a meeting of the Folkestone Town Council on the date and at the time and place shown above to transact the business shown on the agenda below. The meeting will be open to the press and public.

Any member who wishes to have information on any matter arising on the agenda which is not fully covered in these papers is requested to contact the Town Clerk prior to the meeting.

Toni Brenchley
Town Clerk

PRAYERS

PUBLIC QUESTIONS

Up to 15 minutes shall be allowed for public questions from registered electors to be put to the Council in accordance with the Council's approved Standing Orders. Questions may not be answered at the meeting if they require further investigation, a written response will be sent after the meeting.

1. APOLOGIES FOR ABSENCE

To receive and note any apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any declarations of either personal or prejudicial interest that Members may wish to make.

3. MINUTES

To receive the Minutes of the Full Council (AGAR) Meeting held on 11 June 2026 and to authorise the Town Mayor to sign them as a correct record.

4. MINUTES OF THE PLANNING COMMITTEE

To receive the Minutes of the above Committee's meetings of 14 May 2026, 4 June 2026, 25 June 2026, 16 July 2026, 6 August 2026 and 27 August 2026.

5. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

To receive the Minutes of the above Committee's meetings of 16 April 2026 and 11 June 2026.

6. MINUTES OF THE CLIMATE & ENVIRONMENT COMMITTEE

To receive the Minutes of the above Committee's meeting of 7 April 2026.

7. MINUTES OF THE COMMUNITY SERVICES COMMITTEE

To receive the Minutes of the above Committee's meeting of 14 April 2026.

8. MINUTES OF THE COMMUNITY, CLIMATE & ENVIRONMENT COMMITTEE

To receive the Minutes of the above Committee's meeting of 9 June 2026.

9. MINUTES OF THE GRANTS COMMITTEE

To receive the Minutes of the above Committee's meeting of 5 February 2026.

10. MATTERS AND RESOLUTIONS FROM COMMITTEES

(items in bold italic have been brought forward for debate, remaining items to be noted)

i) Community, Climate & Environment Committee – 18 August 2026

- That Working Groups for the 2026/27 municipal year be as follows:
 - o **Fairtrade:** Cllrs Akuffo-Kelly, Meade, McShane and Walker.
 - o **Museum:** Cllrs Chapman, McGirr, Renshaw and Walker.
 - o **Trees:** Cllrs Akuffo-Kelly, Darling, Davison and Walker.
 - o **Parks and Open Spaces:** Cllrs Akuffo-Kelly, Keen, McGirr, Renshaw and Walker.
 - o **Allotments:** Cllrs Keen, Meade and West (Substitute Cllr McGirr).
- That a new Climate Change Working Group be established.
- That membership of the new Climate Change Working Group includes Councillors Akuffo-Kelly, Darling and Renshaw and the Communities & Events Officer email all Folkestone Town Councillors inviting them to join this Working Group should they wish to do so.
- That the Communities & Events Officer email all Folkestone Town Councillors inviting them to identify any bus shelters within their Wards that may require refurbishment or replacement, together with locations where new shelters would benefit residents and public transport users.
- That the Communities & Events Officer follow up on suggestions received from Councillors to determine costs. If proposed refurbishments or replacements of bus shelters are established as viable and within budget, confirm, and progress works with an update to be brought to the next Community, Environment & Climate Committee meeting.
- That the recommendations in Report CCE/26/422 refer and are applied to both the Tile Kiln Lane and Park Farm Road allotment sites.

- That further to recommendation No. 6 being amended from 'i.e. a number of water butts' to instead, 'water butts' the following recommendations are approved:
 - o Received and noted the contents of Report CCE/26/422 and the reduction in water costs of 8.57% compared to the corresponding period in 2025.
 - o Continue to promote water conservation measures through tenant engagement, site inspections, newsletters and allotment noticeboards.
 - o Undertake a further review of water consumption at the end of the 2026 growing season.
 - o Continue to encourage all tenants to install and maintain water butts and rainwater harvesting systems wherever practicable.
 - o Investigate any potential leaks or infrastructure issues that may contribute to excessive water consumption.
 - o Introduce, from 1 January 2027, an annual Water Conservation Contribution of £30 for plot holders who do not actively collect and store rainwater on their individual plots through appropriate facilities using substantial rainwater harvesting systems, i.e. water butts.
 - o Review the effectiveness of the proposed charge after the 2027 growing season and considers whether further measures are necessary.

ii) Finance & General Purposes Committee – 20 August 2026

- That the Schedule of Payments for the period 1 June 2026 to 31 July 2026 be accepted.
- That the Schedule of Receipts for the period 1 June 2026 to 31 July 2026 be accepted.
- That the budget monitoring statement and reserves up to the 31 July be accepted.
- To award the organisations with the Ward Grant amounts listed.
- To approve the transfer of the Community Minibus to The Beacon School, with the addition of the words "and at the book value applied to that vehicle" at clause 10.3 of the Community Minibus Agreement.
- To approve the release of £33,000 from the Community Infrastructure Levy (CIL) reserves to enable the progression of projects approved by the Community, Climate & Environment Committee.
- To approve the purchase and installation of a replacement chiller unit for Folkestone Museum, in view of the uncertainty surrounding the proposed repair and the operational requirements of the Museum.

11. **2 GRACE HILL UPDATE**

i) Budget Provision

Report C/26/425 provides Members with an update on the financial position relating to the Grace Hill property, including expenditure incurred to date, anticipated future costs and the overall projected budget position.

ii) Steering Group Arrangements – An update will be provided, following a meeting of the Steering Group on Monday 14 September 2026.

12. CCTV Working Group

The following Councillors are currently members of the CCTV Working Group:

Councillors Abena Akuffo-Kelly, Laura Davison, Nicola Keen, Adrian Lockwood, Connor McConville and Belinda Walker.

Councillors who wish to join the CCTV Working Group are invited to express their interest at the meeting.

Members are advised that the next meeting of the Working Group is scheduled to take place on 23 September. Any Councillor wishing to participate should indicate their interest so that membership can be confirmed prior to this date.

13. KENT COUNTY COUNCILLOR'S UPDATES

KCC Councillors have been invited to provide updates. Any responses received are correct at the time of the publication of this agenda and are set out below:

i) Councillor Tim Prater, Member for Cheriton Sandgate, & Hythe East.

Councillor Prater writes monthly County Council updates, and a link to each of the most recent months is below. He would be happy to take questions or comments at any time by email to tim@prater.uk or at meetings.

- Any new updates since the last Meeting – [March 2026](#)
- April - [April 2026](#)
- May - [May 2026](#)
- June - [June 2026](#)
- July - [July 2026](#)
- August - [August 2026](#)
- September - [September 2026](#)

14. OUTSIDE BODIES

To receive verbal reports from Councillors as Council representatives on the following outside bodies:

- Kent Association of Local Councils (AAK, JD)
- John Bowley & Sherwood Almshouses Charity (RW, LM)
- Folkestone Twinning Association/Etaples-sur-Mer (AL)
- Cinque Ports Champion (BW)
- Folkestone Municipal Charity (JM, NK, AL, BW, RW)
- NALC Super Council Network (PG)
- Mechinagar/Folkestone Twinning Assoc. (AAK, JD, PG, NK, KL, JM, JR, BW)
- Folkestone Community Forum (JD, BW)
- Dover, Deal & District Advice Bureau (LM)
- Armed Forces Covenant (BW)

15. LOCAL GOVERNMENT REORGANISATION – UPDATE AND DISCUSSION

To note the current position regarding LGR and consider any implications arising from the pause in the process.

16. THE BIG CONVERSATION ON CARE

Councillors are asked to note the Casey Commission's consultation on the future of adult social care and members are encouraged to submit individual responses based on their experiences as Ward Councillors and residents.

<http://caseycommission.co.uk/bigconversation/>

17. DATE OF NEXT MEETING

Ordinary Full Council – Thursday 12 November 2026.

Extra-ordinary Full Council – Thursday 17 December 2026 (2027/28 Budget)

Councillors on Committee:

Cllr Abena Akuffo-Kelly
Cllr Charlie Bain Smith
Cllr Bridget Chapman
Cllr Jane Darling
Cllr Laura Davison
Cllr Christine Dickinson
Cllr Peter Gane
Cllr Nicola Keen
Cllr Kieran Leigh

Cllr Adrian Lockwood
Cllr Connor McConville
Cllr Liz McShane
Cllr Lucy McGirr
Cllr Jackie Meade
Cllr Tim Prater
Cllr John Renshaw
Cllr Belinda Walker
Cllr Roger West

Parking available for Councillors @ 6.00pm on the precinct area at the front of the Town Hall.



Folkestone Town Council

MINUTES of the AGAR Meeting held at the Town Hall, Folkestone on Thursday, 11 June 2026 at 6.00 p.m.

TOWN COUNCILLORS PRESENT:

Councillors Lucy McGirr, Christine Dickinson, Adrian Lockwood, Jane Darling, Connor McConville, Laura Davison (6:08pm), Peter Gane, Tim Prater, John Renshaw, Abena Akuffo-Kelly, Belinda Walker and Jackie Meade.

APOLOGIES:

Councillors Nicola Keen, Roger West and Bridget Chapman.

ABSENT:

Councillors Kieran Leigh, Charles Bain Smith and Liz McShane.

IN ATTENDANCE:

Toni Brenchley (Town Clerk)
Karen Palmer (Finance Officer)
Jennifer Griffin (Administration Officer)

Prayers were read by Councillor Peter Gane

No questions were received.

2262. APOLOGIES

Apologies were received from Councillors Nicola Keen, Roger West and Bridget Chapman. Part Apologies were received from Councillor Laura Davison.

2263. DECLARATIONS OF INTEREST

There were no declarations of interest.

2264. MINUTES

Council was asked to receive and authorise the Minutes of the Full Council Meeting held on 5 May 2026 and to ask the Town Mayor to sign them as a correct record.

RESOLVED: That the Minutes of the Full Council Meeting held on 5

May 2026 be received and signed as a correct record.

Proposed: Councillor Lucy McGirr

Seconded: Councillor Peter Gane

Voting: F: 11, Ag: 0, Ab: 0

2265. MINUTES OF THE PLANNING COMMITTEE

To receive the Minutes of the above Committee's meetings of 19 February 2026, 19 March 2026, 2 April 2026 and 23 April 2026

RESOLVED: That the Minutes of the Planning Committee Meetings held on 19 February 2026, 19 March 2026, 2 April 2026 and 23 April 2026 be received and signed as a correct record.

Proposed: Councillor John Renshaw

Seconded: Councillor Christine Dickinson

Voting: F: 11, Ag: 0, Ab: 0

2266. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

To receive the Minutes of the above Committee's meetings of 12 February 2026.

RESOLVED: That the Minutes of the Finance and General Purposes Committee Meeting held on 12 February 2026 be received and signed as a correct record.

Proposed: Councillor Connor McConville

Seconded: Councillor Christine Dickinson

Voting: F: 11, Ag: 0, Ab: 0

2267. MINUTES OF THE COMMUNITY SERVICES COMMITTEE

To receive the Minutes of the above Committee's meeting of 10 February 2026.

RESOLVED: That the Minutes of the Community Services Committee Meeting held on 10 February 2026 be received and signed as a correct record.

Proposed: Councillor Peter Gane

Seconded: Councillor Belinda Walker

Voting: F: 11, Ag: 0, Ab: 0

2268. MINUTES OF THE CLIMATE AND ENVIRONMENT COMMITTEE

To receive the Minutes of the above Committee's meetings of 3 February 2026.

RESOLVED: That the Minutes of the Climate and Environment

Committee Meeting held on 3 February 2026 be received and signed as a correct record.

Proposed: Councillor Lucy McGirr
Seconded: Councillor John Renshaw
Voting: F: 11, Ag: 0, Ab: 0

2269. MATTERS AND RESOLUTIONS FROM COMMITTEES

i) Climate & Environment Committee – 7 April 2026

Noted

ii) Community Services Committee – 14 April 2026

Noted

ii) Finance & General Purposes Committee – 16 April 2026

Noted

2270. INTERNAL AUDITOR'S REPORT

The Council noted the Internal Auditor's Report for 2025/26.

RESOLVED: To note the Internal Auditor's Report for 2025/26.

Proposed: Councillor Connor McConville
Seconded: Councillor Belinda Walker
Voting: F: 11, Ag: 0, Ab: 0

2271. STATEMENT OF INTERNAL CONTROL

To review the effectiveness of the system of Internal Control. Councillors were asked to consider the Statement of Internal Control in support of the Annual Governance Statement.

The Chair of the meeting and the Town Clerk signed the Statement of Internal Control.

RESOLVED: To approve the Statement of Internal Control for the year ending 31st March 2026 and for the Chair and Town Clerk to sign.

Proposed: Councillor Connor McConville
Seconded: Councillor Jane Darling
Voting: F: 11, Ag: 0, Ab: 0

2272. ANNUAL GOVERNANCE STATEMENT 2025/26

The Council was asked to approve the Annual Governance Statement for 2025/26 (Section 1 of the Annual Return for the year ending 31 March 2026).

The Chair of the meeting and the Town Clerk signed the Statement of Internal Control.

RESOLVED: To approve the Annual Governance Statement for 2025/26 and for the Chair of the meeting and Town Clerk to sign. Councillors moved a vote of thanks to the Finance Officer for all their hard work.

Proposed: Councillor Connor McConville

Seconded: Councillor Tim Prater

Voting: F: 11, Ag: 0, Ab: 0

(Councillor Laura Davison arrived at 6:08pm)

2273. STATEMENT OF ACCOUNTS AND ANNUAL RETURN 2025/26

The Council was asked to approve the Statement of Accounts 2025/26, the Annual Return for 2025/26 (Section 2 of the Annual Return for the year ending 31 March 2026) and supporting Bank Reconciliation.

The Chair of the meeting and the Town Clerk signed the Statement of Internal Control.

RESOLVED: To approve the Statement of Accounts 2025/26, the Annual Return for 2025/26, and supporting Bank Reconciliation, proposed on the basis that all questions on page 4 of the Annual Return are ticked Yes, apart from question 9 which is not applicable to Folkestone Town Council and for the Chair of the meeting to sign all documents.

Proposed: Councillor Tim Prater

Seconded: Councillor Jane Darling

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

2274. PERIOD OF EXERCISE OF PUBLIC RIGHTS

Councillors noted the dates set for the period of exercise of public rights as 15 June 2026 to 24 July 2026.

2275. ANNUAL REPORT 2025/26

The 2025/26 Annual Report was noted.

2276. WORKING GROUPS

Council were asked to approve nominations for membership to Working Groups for 2026/27.

RESOLVED: That the membership to Working Groups for 2026/27 be as follows:

CCTV: Councillors Akuffo-Kelly, Keen, Lockwood, McConville and Walker.

Highways Improvement Plan: Councillors Darling, Dickinson, Gane, Keen, Leigh, McGirr, Prater, Renshaw and Walker.

Proposed: Councillor Peter Gane
Seconded: Councillor Laura Davison
Voting: F: 12, Ag: 0, Ab: 0

2277. 2 GRACE HILL

i) Budget Provision

Members were asked to consider Report C/26/420 setting out proposals to realign existing budgets to establish a dedicated budget for building management.

RESOLVED:

- 1) Receive and note report C/26/420**
- 2) To accept the proposals set out in Section 3 of the report regarding the establishment of a Grace Hill earmarked reserve and associated budget reallocations, with further review and amendment following, as necessary, as the project develops.**

Proposed: Councillor Connor McConville
Seconded: Councillor Adrian Lockwood
Voting: F: 11, Ag: 0, Ab: 1

ii) Steering Group Arrangements

The Town Clerk sought Members' views on the future role and composition of the Steering Group, together with consideration of the draft Terms of Reference (ToR).

RESOLVED: To accept the Grace Hill Steering Group Terms of Reference and for the group to comprise of the following members:

Folkestone Town Council:

The Town Mayor of Folkestone
Chair of Finance & General Purposes
Chair of Community, Climate & Environment
Central Ward Councillor
Project Champion - Cllr Tim Prater
Construction/Building Advisor - Cllr Adrian Lockwood
Town Clerk – Toni Brenchley

Partners:

Creative Folkestone
Advisor - Alastair Upton
One Folkestone Partnership Lead - Jon O'Connor
Folkestone & Hythe District Council Leader
Folkestone & Hythe Constituency MP

Proposed: Councillor Tim Prater
Seconded: Councillor John Renshaw
Voting: F: 12, Ag: 0, Ab: 0

2278. DATE OF NEXT MEETING

Ordinary Full Council – Thursday 17 September 2026

The meeting concluded at 6:56pm.

.....Town Mayor

Folkestone Town Council

Minutes of the Planning Committee Meeting held on Thursday 14 May 2026 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.

PRESENT: Councillors John Renshaw, Jane Darling and Bridget Chapman.

APOLOGIES: Councillors Charles Bain Smith, Christine Dickinson and Liz McShane

OFFICERS PRESENT: Georgina Wilson (Corporate Support Officer)

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Charles Bain Smith, Christine Dickinson and Liz McShane.

2. APPOINTMENT OF CHAIR

Councillors were asked to appoint a Chair of the Planning Committee for the 2026/27 municipal year.

RESOLVED: That Councillor Charles Bain Smith be appointed Chair of the Planning Committee for the 2026/27 Municipal Year

Proposed: Councillor John Renshaw

Seconded: Councillor Bridget Chapman

Voting: F: 3, Ag: 0, Ab: 0

3. APPOINTMENT OF VICE CHAIR

Councillors were asked to appoint a Vice Chair for the Planning Committee for the 2026/27 municipal year.

RESOLVED: That Councillor John Renshaw be appointed Vice Chair of the Planning Committee for the 2026/27 municipal year.

Proposed: Councillor Bridget Chapman

Seconded: Councillor Jane Darling

Voting: F: 3, Ag: 0, Ab: 0

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. PLANNING COMMITTEE MINUTES

The Committee was asked to receive the Minutes of the meeting of the Planning Committee held on 23 April 2026 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Planning Committee held on 23 April 2026 be received and that the Chair of the meeting be authorised to sign them as a correct record.

Proposed: Councillor Jane Darling

Seconded: Councillor Bridget Chapman

Voting: F: 3, Ag: 0; Ab: 0

6. REVIEW OF TERMS OF REFERENCE

Councillors were asked to consider the Terms of Reference for the Planning Committee.

RESOLVED: To adopt the Terms of Reference for 2026/27.

Proposed: Councillor John Renshaw

Seconded: Councillor Bridget Chapman

Voting: F: 3, Ag: 0, Ab: 0

7. PLANNING APPLICATIONS

Application no	26/0535/FH
Location	Flat 2, 4 Godwyn Road
Proposal	Erection of single storey rear extension and conversion of existing garage into a habitable room with a partial first storey extension above.
Closing date	12/05/2026
Comment	No objection

Application no	26/0618/FH
Location	27 Langdon Road
Proposal	Single storey rear extension.
Closing date	13/05/2026
Comment	No objection providing that the rooflight does not allow neighbours to look into the proposed extension.

Application no	26/0641/FH
Location	62 Coniston Road
Proposal	Single storey rear extension, porch extension & garage conversion to habitable room.

Closing date 18/05/2026
Comment No objection

Application no 26/0648/FH
Location 5 Weymouth Close
Proposal Erection of a single storey rear pitched roof extension.
Closing date 19/05/2026
Comment No objection

Application no 26/0651/FH
Location Land Rear 1, Wilton Road
Proposal Works to tree subject to TPO No. 10 of 1990, comprising of T1 & T2 Holm Oak, reduction of 4 metres laterally and 2 metres vertically.
Closing date 21/05/2026
Comment Object as there is insufficient justification for the scale of the reduction, which appears excessive given the distance from the houses.

Application no 26/0628/FH/PA
Location 190 Dover Road
Proposal Determination as to whether the prior approval of the Local Planning Authority is required under Class M of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the change of use from ground floor hot food takeaway (sui generis) to residential use (Class C3).
Closing date 21/05/2026
Comment No objection

Application no 26/0589/FH
Location 22 Walton Manor Close
Proposal Erection of rear & side single storey extension following demolition of existing garage.
Closing date 22/05/2026
Comment No objection

Application no 26/0681/FH/TCA
Location 5 Earlscliffe Mews, Shorncliffe Road

Proposal	Works to trees in a conservation area comprising of T1 Yew overall reduction by 3 metres. T2 Sycamore reduction of 3 metres vertically and 3 metres laterally.
Closing date	29/05/2026
Comment	Object as the information provided is insufficient to establish which trees the application refers to.

8. PREMISES LICENCES

Application no	PR202604-132069
Location	Hatch Chicken, The Goods Yard, Folkestone Harbour, Harbour Approach Road
Proposal	Alcohol OFF sales ONLY
Closing date	25/05/2026
Comment	No objection

9. LATE PLANNING APPLICATIONS

Application no	26/0678/FH
Location	Flat 1, 143 Cheriton Road
Proposal	Single storey rear infill extension
Closing date	27/05/2026
Comment	Object due to potential impacts on the neighbouring property's access to light.

Application no	26/0677/FH
Location	13 Castle Mews
Proposal	Single storey side extension, demolition of existing glazed bay / balcony, conversion of garage and alterations to existing garden and patio area
Closing date	29/05/2026
Comment	No objection but note the loss of parking in the existing garage once converted.

Application no	26/0619/FH
Location	Flat 8, The Manor House, 1 Earls Avenue
Proposal	Listed Building Consent for the installation of an en-suite bathroom.
Closing date	01/06/2026

Comment	No objection
Application no	26/0685/FH/TCA
Location	10 Grimston Avenue
Proposal	Works to trees in a conservation area comprising of T1 Magnolia partial crown reduction of 50cm.
Closing date	05/06/2026
Comment	No objection

RECONSULTATIONS

Application no	26/0002/FH
Location	East Station Goods Yard, Southern Way
Proposal	Development of a Class E(a) retail food store and Class E units, with associated parking, landscaping and access.
Closing date	22/05/2026
Comment	Maintain previous objection and the committee feel the developers should be aware of the risk of possible impacts on Southern Water's waste water pumping station and underground pipes. Following the comments from residents, the committee feel improvements could be made to the design of the building. <i>Object – The committee upholds the comments made by KCC highways and feel that the transport assessment submitted by the applicant doesn't cover the issues raised or the potential impact on the wider context. We feel that some of the residents concerns also have not been addressed.</i>

10. DATE OF NEXT MEETING

Thursday, 4 June 2026 at 7pm.

The meeting concluded at 7.45pm.

 Chair

Folkestone Town Council

Minutes of the Planning Committee Meeting held on Thursday 4 June 2026 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.

PRESENT: Councillors Charles Bain Smith, ~~John Renshaw~~, Jane Darling, Bridget Chapman, Christine Dickinson.

APOLOGIES: Councillor Liz McShane, Councillor Renshaw ~~was absent~~.

JG 24.06.26

OFFICERS PRESENT: Liz Timmins (Communities & Grants Officer)

MEMBERS OF THE PUBLIC: 1

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Liz McShane.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. PLANNING COMMITTEE MINUTES

The Committee was asked to receive the Minutes of the meeting of the Planning Committee held on 14 May 2026 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Planning Committee held on 14 May 2026 be received and that the Chair of the meeting be authorised to sign them as a correct record.

Proposed: Councillor B Chapman

Seconded: Councillor J Darling

Voting: F: 4, Ag: 0 ; Ab: 0

4. SHORNCLIFFE ROAD - PEDESTRIAN IMPROVEMENTS

The Committee's views were sought on the proposed pedestrian improvements to Shorncliffe Road.

The committee welcomes the enthusiasm to improve the road for pedestrians and cyclists. Our comments are firstly that any changes to layouts must be accompanied by addressing the severe potholes and breakdown in the substructure of the road. We note there are no details

OKS

of how cyclists are separated from motorists by way of any physical barriers such as raised kerbs. We are concerned that the Refuge Islands to the roads leading into Shorncliffe Road are proposed far back from the pavement of Shorncliffe Road and feel that pedestrians will cross along the line of the pavement instead, where it is natural to do so. We feel there are too few Refuge Islands along Shorncliffe Road. Pedestrians and cyclists should be given priority over motorists.

We also feel that zebra crossings should be provided at the care home, Kent college and Earls Cliff school site, where there are potentially vulnerable pedestrians.

5. PLANNING APPLICATIONS

Application no	26/0680/FH
Location	134 & 134a Sandgate Road
Proposal	Listed Building Consent for external repairs & refurbishment, re-roofing, alterations to fenestration & associated alterations including replacement rainwater goods & re-pointing.
Closing date	03/06/2026
Comment	Support – The committee supports the application but note that there are no details supplied for the Crittall windows proposed, this could be dealt with by condition.
Application no	26/0697/FH
Location	23 White Cliff Way
Proposal	Erection of front porch, rear extension, rear dormer, rooflight, air source heat pump, & stepped landscaping at rear.
Closing date	05/06/2026
Comment	No objection
Application no	26/0703/FH
Location	Unit C14, Pent Road
Proposal	Change of use from Class E to Class B8 (storage & distribution).
Closing date	05/06/2026
Comment	Object – there is no detail in the application about how much traffic this change of use would engender. We note that this is an area close to a school and there is little provision in pavement and crossing arrangements and that the school was not consulted.

Application no	26/0721/FH/TCA
Location	57 Earls Avenue
Proposal	Works to trees in a conservation area, comprising of T1 Cherry, reduce canopy by 1-1.5 metres.
Closing date	08/06/2026
Comment	No objection
Application no	26/0756/FH
Location	52 Firs Lane
Proposal	Work to tree covered by a TPO No 06 of 1995 comprising of T1 Cherry reducing the crown by 2 - 3 metres vertically & pruning back to suitable growth points and where appropriate, previous reduction points.
Closing date	08/06/2026
Comment	No objection
Application no	26/0672/FH
Location	53 Greenfield Road
Proposal	Installation of rear dormer & 2 No velux windows to front roof slope.
Closing date	08/06/2026
Comment	No objection
Application no	26/0747/FH
Location	Rhodesia House, 2 Clifton Crescent
Proposal	Variation of condition 2 (approved drawings) of planning permission 25/2055/FH to allow for the addition of 5 no. conservation roof lights & removal of balustrading to flat 5.
Closing date	08/06/2026
Comment	No objection
Application no	26/0732/FH
Location	Rhodesia House, 2 Clifton Crescent
Proposal	Variation of condition 2 (approved drawings) of planning permission 25/2058/FH (Listed Building Consent) to allow for the addition of 5 no. conservation roof lights & removal of balustrading to flat 5.
Closing date	08/06/2026
Comment	No objection

GRS

Application no	26/0765/FH/TCA
Location	6 Albion Villas
Proposal	Work to tree in conservation area comprising of T1 Sycamore crown reduction on lower laterals limbs by 2-3 metres & crown lifting them to a height of 5 metres.
Closing date	12/06/2026
Comment	No objection
Application no	26/0716/FH
Location	Abbeywell Veterinary Clinic, 2 & 3 Majestic Parade, Sandgate Road
Proposal	Erection of a rear single-storey extension following demolition of existing rear wall.
Closing date	10/06/2026
Comment	No objection
Application no	26/0731/FH
Location	56 Coolinge Lane
Proposal	Erection of a single-storey lower ground rear extension.
Closing date	10/06/2026
Comment	No objection
Application no	26/0746/FH
Location	103 Bouverie Road West
Proposal	Single storey front porch, garage conversion, alteration to rear extension and replacement cladding to front and rear dormers.
Closing date	10/06/2026
Comment	No objection
Application no	26/0748/FH
Location	20 London Street
Proposal	Installation of exterior cladding to front and rear elevations (retrospective).
Closing date	11/06/2026
Comment	Object – the terrace houses are attractive late Georgian building and the proposed artificial cladding is wholly out of keeping.
Application no	26/0722/FH
Location	Flat 11, 3 Trinity Crescent



Proposal	Alterations and reduction in size of existing dormer on the side/north elevation.
Closing date	25/06/2026
Comment	Object – The proposed dormer is an alien form with its flat roof and furthermore bluntens the original attractive gambrel form of the roof. We also object to the proposed use of UPVC rainwater goods and UPVC fenestration on a listed building.

6. PREMISES LICENCES

Application no	PR202605-133691
Location	The South East Emporium, 2B The Old High Street
Proposal	Alcohol ON & OFF sales, Films, Live Music, Recorded Music.
Closing date	15/06/2026
Comment	No objection

Application no	PR202605-133839
Location	Salty Cup, 8 Church Street
Proposal	Alcohol ON & OFF sales
Closing date	18/06/2026
Comment	No objection

7. LATE PLANNING APPLICATIONS

Application no	26/0770/FH
Location	Basement, 86 Guildhall Street
Proposal	Single storey rear extension.
Closing date	17/06/2026
Comment	No objection

Application no	26/0799/FH
Location	14 Linksway
Proposal	Erection of a replacement front porch.
Closing date	18/06/2026
Comment	No objection

8. DATE OF NEXT MEETING

Thursday, 25 June 2026 at 7pm.

CBS.

The meeting concluded at 20.00 pm.

 Chair

Folkestone Town Council

Minutes of the Planning Committee Meeting held on Thursday 25 June 2026 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.

PRESENT: Councillors Charles Bain Smith, Liz McShane, John Renshaw, Jane Darling, Bridget Chapman, Christine Dickinson.

OFFICERS PRESENT: Jennifer Griffin (Administration Officer)

1. APOLOGIES FOR ABSENCE

There were no apologies.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. PLANNING COMMITTEE MINUTES

The Committee was asked to receive the Minutes of the meeting of the Planning Committee held on 4 June 2026 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Planning Committee held on 4 June 2026 be received and that the Chair of the meeting be authorised to sign them as a correct record subject to Councillor John Renshaw being marked as having given Apologies instead of Absent.

Proposed: Councillor Christine Dickinson

Seconded: Councillor Jane Darling

Voting: F: 5, Ag: 0; Ab: 0

4. PLANNING APPLICATIONS

Application no	26/0852/FH
Location	96 Firs Lane
Proposal	Works to tree subject to TPO 06 of 1995 comprising of T1 Silver Birch fell to ground level.
Closing date	26/06/26
Comment	Object. It is a viable tree that makes a considerable contribution to the public realm.

Application no 26/0848/FH
Location 45 Broadfield Road
Proposal Single-storey rear extension.
Closing date 25/06/2026
Comment No Objection

Application no 26/0772/FH/TCA
Location The Battery, The Bayle
Proposal Works to trees in a conservation area comprising of T1 Horse Chestnut crown reduction of 2.5 metres and crown lift to 3 metres above ground level. T2 Cork Oak and T3 Sycamore re pollard back to previous points. T4 and G1 Holm Oaks coppice to 0.5 metres.
Closing date 29/06/2026
Comment No Objection

(Councillor Liz McShane entered at 7:02pm)

Application no 26/0679/FH
Location Flat 5, 31 Clifton Crescent
Proposal Listed Building Consent for the replacement of existing balustrade to the rear elevation at fourth-floor level with 1.1m high frameless glass balustrade.
Closing date 26/06/2026
Comment Object. On the grounds that the existing 1930's Art Deco balustrade makes a positive contribution to the building which has seen a number of alterations historically. It is actually quite a rare survival. The proposed structural glass balustrade in contrast seems incongruous to the conservative style of the building.

Application no 26/0882/FH/TCA
Location 37 Grimston Avenue
Proposal Works to trees in a conservation area comprising of T1 Pittosporum vertical reduction of 4 metres, and T2 Viburnum vertical reduction of 2 metres.
Closing date 29/06/2026
Comment We cannot locate this tree by the nature of the drawing provided.

Application no 26/0783/FH
Location Harvey Grammar School, Cheriton Road

Proposal	Installation of an Air Source Heat Pump.
Closing date	26/06/2026
Comment	No Objection
Application no	26/0841/FH
Location	91 Guildhall Street
Proposal	Variation of condition 2 (Approved Plans) of planning permission 25/1112/FH to allow alterations to fenestration, omit shopfront fascia details and roof alterations.
Closing date	03/07/2026
Comment	No Objection
Application no	26/0913/FH
Location	12 Wellfield Road
Proposal	First floor rear extension.
Closing date	01/07/2026
Comment	Object. On the grounds of the two storey partially flat roofed extension would add considerable bulk to the flank elevation and cut down daylight into number 10's living room windows which face in the direction of number 12. It would represent a loss of amenity to the neighbouring property.
Application no	26/0593/FH
Location	1-5 Bouverie Place
Proposal	Retrospective application for the installation of temporary window treatment.
Closing date	09/07/2026
Comment	Object. Given the strategic location in the Folkestone: Brighter Future project and the setting of the adjacent conservation area we consider such a large building with blocked up windows would seriously detract from the street scene. We recommend a better strategy to counter vandalism would be to repair the windows and bring the building back into use.
Application no	26/0812/FH
Location	Flat 2, 35 Augusta Gardens

Proposal	Replacement rear fenestration comprising white UPVC replacement windows and one white UPVC rear door set with fanlight (retrospective).
Closing date	02/07/2026
Comment	UPVC is not an appropriate material as it is not recyclable, nor does UPVC preserve or enhance the character of the conservation area. UPVC is not necessary to use when there are timber alternatives available. The applicant has not produced any evidence for the period of planning breach that their argument relies on.
Application no	26/0894/FH
Location	10 Earls Avenue
Proposal	Replacement windows to flats on ground, first and second floors.
Closing date	02/07/2026
Comment	Object. There is a discrepancy stated on the application form and the heritage statement. We would object to UPVC windows as UPVC is not an appropriate material as it is not recyclable, nor does UPVC preserve or enhance the character of the conservation area. UPVC is not necessary to use when there are timber alternatives available.
Application no	26/0901/FH
Location	130 Dolphins Road
Proposal	Two-storey side & single-storey rear extensions with front garden alterations to provide additional parking.
Closing date	03/07/2026
Comment	Object. On the grounds the proposed two storey extension is excessively bulky and will have an adverse effect on the neighbouring properties amenities and will overshadow light that they rely on in the single storey extension to 128. Furthermore, the entire front garden is proposed to be paved over but there is no detail of any drainage proposals which will impact on storm water in the drain.

Application no 26/0939/FH
Location 68 Coniston Road
Proposal Variation of condition 2 (approved plans) of planning permission 25/0291/FH to allow for amended extension size.
Closing date 06/07/2026
Comment No Objection

Application no 26/0713/FH/PA
Location 74 Tontine Street
Proposal Determination as to whether the prior approval of the Local Planning Authority is required under Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for a partial change of use of the upper floors from commercial, business and service (Use Class E) to 1 residential flat (Class C3).
Closing date 07/07/2026
Comment No Objection

Application no 26/0920/FH/PA
Location 22 & 24 Cheriton Gardens
Proposal Determination as to whether the prior approval of the Local Planning Authority is required under Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the change of use & conversion from commercial, business and service (Class E) to 9 x 1 bed flats (Class C3).
Closing date 07/07/2026
Comment Object, but not to the principle of conversion. We are concerned about the inner rooms that will be created on the second floor leaving the bedrooms vulnerable for means of escape in the event of fire which is statistically more likely in the kitchen.

5. LATE PLANNING APPLICATIONS

Application no 26/0942/FH
Location 113 Sidney Street



Proposal Single storey side extension & alterations, removal canopy & side wall.
Closing date 09/07/2026
Comment No Objection

Application no 26/0947/FH
Location 34 Cherry Garden Lane
Proposal Erection of new entrance porch and two-storey side extension with bin and bike store, alterations to fenestration and partial removal of front boundary wall and increase width to existing drop kerb.
Closing date 10/07/2026
Comment No Objection

Application no 26/0961/FH
Location 12 Ingles Road
Proposal Erection of a single storey side extension and erection of garage following demolition of shed.
Closing date 10/07/2026
Comment The entire design is very appropriate apart from one element which is the proposed UPVC windows, we appreciate this matches the adjacent property at number 14 but there is no evidence that consent was applied for that to be changed.

6. DATE OF NEXT MEETING

Thursday, 16 July 2026 at 7pm.

The meeting concluded at 7:43pm.

..... Chair

Folkestone Town Council

Minutes of the Planning Committee Meeting held on Thursday 16 July 2026 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.

PRESENT: Councillors Charles Bain Smith, John Renshaw, Jane Darling, and Christine Dickinson.

OFFICERS PRESENT: Georgina Wilson (Corporate Support Officer)

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Liz McShane and Bridget Chapman.

2. DECLARATIONS OF INTEREST

Cllr Bain Smith declared an interest in application 26/1076/FH.

3. PLANNING COMMITTEE MINUTES

The Committee was asked to receive the Minutes of the meeting of the Planning Committee held on 4 July 2026 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Planning Committee held on 4 July 2026 be received and that the Chair of the meeting be authorised to sign them as a correct record.

Proposed: Councillor Christine Dickinson

Seconded: Councillor John Renshaw

Voting: F: 4, Ag: 0; Ab: 0

4. PLANNING APPLICATIONS

Application no	26/0949/FH
Location	Bannatynes Health Club, Shearway Road, Shearway Business Park
Proposal	Reconfiguration and expansion of existing EV charging points with existing feeder pillar to be removed and new feeder pillar to be installed.
Closing date	15/07/2026
Comment	No objection

Application no	26/0929/FH
Location	Norrard, 8 Godwyn Road
Proposal	Erection of 1.5 storey detached dwelling.
Closing date	30/07/2026
Comment	Object, given that the proposed new dwelling occupies close to the full width of the plot with its Juliet balcony, this will have a detrimental effect on the amenities of the adjacent house and future occupants. There are a number of roof lights on the proposed new dwelling that overlook the living rooms of the adjacent dwelling which would present an unreasonable effect on amenities and privacy of the existing dwelling. The design of the fenestration is complexly alien to the existing pattern of traditional development in the area and the proposed bronzed aluminium windows would be an incongruent addition.
Application no	26/0993/FH
Location	19 Bathurst Road
Proposal	Single storey side & rear extensions.
Closing date	20/07/2026
Comment	No objection
Application no	26/0970/FH
Location	Flat 2, 35 Augusta Gardens
Proposal	Installation of rear balustrade (retrospective).
Closing date	21/07/2026
Comment	Object, the original balustrades of the original balcony that was demolished without consent were appropriate to the ground floor of the building which are quite bulky and contribute to the conservation areas character. Iron balconies are really only traditional on the upper floors, and the proposal represents a departure from the historic character of the group of buildings.
Application no	26/1051/FH
Location	12 Cheriton Place
Proposal	Listed Building Consent for provision of refuse storage, repair works to windows & external joinery, internal joinery, remedial works to render, front door & surround, structural works to floors, ceilings & window openings, installation of stud partitions, drainage, ventilation & fire safety equipment.
Closing date	22/07/2026

Comment	No objection
Application no	26/0834/FH
Location	12 Cheriton Place
Proposal	Installation of automatically opening smoke vent (AOV) & fenestration alterations to rear elevation.
Closing date	23/07/2026
Comment	No objection
Application no	26/1017/FH
Location	Homebase, Park Farm Road
Proposal	Variation of conditions 20 and 25 of planning permission Y04/1113/SH to enable subdivision of the unit to create two retail units and to amend the restriction on the range of goods that can be sold.
Closing date	23/07/2026
Comment	No objection
Application no	26/1018/FH
Location	Homebase, Park Farm Road
Proposal	Demolition of the garden centre, removal of two storey staff block, creation of new entrances, partial reconfiguration of car park layout, provision of plant area, installation of new trolley bays and other associated works.
Closing date	24/07/2026
Comment	No objection
Application no	26/1072/FH
Location	22a Bathurst Road
Proposal	Single storey side extension.
Closing date	27/07/2026
Comment	No objection
Application no	26/1043/FH
Location	La Mer, 49a Wear Bay Road
Proposal	Ground & first floor rear extensions.
Closing date	31/07/2026
Comment	No objection

Application no	26/0702/FH
Location	103 Dover Road
Proposal	Variation of conditions 2 (Approved Plans) and 3 (Materials) of planning permission 22/1035/FH to allow vertical cladding and alterations to rear terrace.
Closing date	29/07/2026
Comment	No objection

5. LATE PLANNING APPLICATIONS

Application no	26/0984/FH
Location	Unit 4, Inspire Industrial Estate, Casebourne Road
Proposal	Change of use from class E(g) & B8 to class E - E (c) (i), E (c) (ii), E (c) (iii) E (d), E (e), E(f) and E (g) (i), E (g) (ii) and E (g) (iii) & B8.
Closing date	30/07/2026
Comment	No objection

Application no	26/1047/FH
Location	7 Cherry Garden Avenue
Proposal	Erection of a single storey extension with 3 lantern lights.
Closing date	30/07/2026
Comment	No objection

Application no	26/0903/FH
Location	N I C Instruments Ltd, Gladstone Road
Proposal	Demolition of existing building and erection of 8 no. dwelling-houses with associated landscaping and parking.
Closing date	31/07/2026
Comment	No objection

Application no	26/1110/FH/TCA
Location	10 Westbourne Gardens
Proposal	Works to trees in a conservation area comprising of T1 Conifer fell to ground level.
Closing date	31/07/2026
Comment	Object, this tree is a fine specimen which makes a positive contribution to the conservation area.

Application no	26/1076/FH
Location	55 Broadmead Road
Proposal	Partial demolition of existing building and conversion into 1 residential dwelling.
Closing date	30/07/2026
Comment	No objection
Application no	26/0896/FH
Location	5-6 Shakespeare Terrace
Proposal	Creation of stepped access to lower ground floor and stepped bridge to ground floor, installation of automatic opening vent roof light, removal of lift overrun and erection of fence to rear boundary.
Closing date	31/07/2026
Comment	No objection
Application no	26/1104/FH
Location	Church & Dwight UK Ltd, Bowls Well Gardens
Proposal	Proposed installation of roof tether safety system
Closing date	31/07/26
Comment	No objection
Application no	26/1097/FH
Location	South Kent Christian Community Church, 32 Cheriton Road
Proposal	Variation of condition 2 (Approved Plans) of planning permission 25/1532/FH to allow for alterations to boundary treatment, windows and doors.
Closing date	31/07/26
Comment	Object, the existing Victorian railings make a positive contribution to the site and only requires refurbishing and painting, it would be detrimental to replace with a replica.

6. DATE OF NEXT MEETING

Thursday, 6 August 2026 at 7pm.

The meeting concluded at 7.45pm.

..... Chair

Folkestone Town Council

6 JG

Minutes of the Planning Committee Meeting held on Thursday 8th August 2026 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.

PRESENT: Councillors Charles Bain Smith (7:34pm), John Renshaw, Jane Darling, Bridget Chapman, Christine Dickinson.

APOLOGIES: Councillor Liz McShane. Councillor Charles Bain Smith (Part Apologies).

OFFICERS PRESENT: Jennifer Griffin (Administration Officer)

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Liz McShane and Part Apologies from Councillor Charles Bain Smith who arrived later.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. PLANNING COMMITTEE MINUTES

The Committee was asked to receive the Minutes of the meeting of the Planning Committee held on 16 July 2026 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Planning Committee held on 16 July 2026 be received and that the Chair of the meeting be authorised to sign them as a correct record.

Proposed: Councillor Jane Darling

Seconded: Councillor Christine Dickinson

Voting: F: 4, Ag: 0; Ab: 0

4. A BRIGHTER FUTURE SCHEME - PLAY AREA FOR BOUVERIE SQUARE

Proposal - Approval of details pursuant to condition 7 (Play Equipment) of planning application 24/1650/FH. Councillors were asked for comment.

Councillors noted the proposal and have no objection.

5. PLANNING APPLICATIONS

Application no	26/0988/FH
Location	15 Risborough Lane
Proposal	Change of use of ground floor retail unit from class E(a) to 1 bed flat class (C3), including rear extension and alterations to front, side and rear elevations.
Closing date	05/08/2026
Comment	No Objection
Application no	26/0990/FH
Location	Flat 2, 35 Augusta Gardens
Proposal	Reconfigured external access steps (retrospective).
Closing date	10/08/2026
Comment	No Objection
Application no	26/1094/FH
Location	Bus Shelter 3210 0009 Opposite The Saga Building, Middelburg Square
Proposal	Advertisement consent for installation of 1no. new BT Street Hub, incorporating 2no. digital 75" LCD advert screens, and removal of 2no. associated BT Phone Kiosks.
Closing date	12/08/2026
Comment	No Objection
Application no	26/1113/FH
Location	Folca, 48-66, Sandgate Road
Proposal	External alterations comprising the replacement & installation of windows, extension & alteration of existing shopfront glazing, installation of Juliet balconies, retention & restoration of existing stained glass windows, installation of conservation-style roof lights, and all associated external works.
Closing date	14/08/2026
Comment	No Objection
Application no	26/0869/FH
Location	Flat 5, 31 Clifton Crescent
Proposal	Replacement of existing balustrade to the rear elevation at fourth-floor level with 1.1m high frameless glass balustrade.
Closing date	14/08/2026
Comment	Object - On the grounds that the existing 1930's Art Deco balustrade makes a positive contribution to the building which has seen a number of alterations historically. It is

actually quite a rare survival. The proposed structural glass balustrade in contrast seems incongruous to the conservative style of the building.

Application no	26/1182/FH
Location	11 Bournemouth Gardens
Proposal	Single storey rear extension.
Closing date	14/08/2026
Comment	Object. The skylight would compromise the amenity of the neighbouring property/sound travel and privacy between it and the rear bedroom of the neighbour.
Application no	26/1177/FH
Location	Folca, 48 – 66 Sandgate Road
Proposal	Installation of skylights on the top floor
Closing date	18/08/2026
Comment	No Objection
Application no	26/1165/FH
Location	10 Naseby Avenue
Proposal	Erection of a two-storey rear extension, timber-framed car port, installation of solar panels and alteration to fenestration
Closing date	17/08/2026
Comment	No Objection
Application no	26/1205/FH
Location	Rhodesia House, 2 Clifton Gardens
Proposal	Listed building consent for the internal and external refurbishment of the building, including changes to the internal layout, alteration to existing internal floor levels, replacement windows, new replacement roof and repair of existing dormers.
Closing date	17/08/2026
Comment	No Objection
Application no	26/1190/FH
Location	Rhodesia House, 2 Clifton Gardens
Proposal	Change of use and refurbishment from hotel (Class C1) to 5 self contained flats (Class C3) following fire damage.
Closing date	17/07/2026
Comment	No Objection
Application no	26/1186/FH/TCA
Location	St Andrews, The Durlocks

Proposal	Works to trees in a conservation area comprising of T1 Holly crown reduction by 2 metres vertically and laterally and re-shape.
Closing date	17/08/2026
Comment	No Objection

(Councillor Bain Smith entered 7:34pm)

Application no	26/1195/FH
Location	227 Dover Road
Proposal	Variation of condition 3 (number of households) to allow for increase in number of households and approval of details for condition 5 (Cycle Storage) and 6 (Bin Storage) of planning permission 25/1484/FH.
Closing date	17/08/2026
Comment	No Objection

6. RECONSULTATIONS

Application no	25/0991/FH
Location	The Lifeboat, 42 North Street
Proposal	Retrospective application for the use of the upper residential floor to provide additional eating and drinking space associated with the public house, together with the replacement of the external staircase, balustrade/railings, raised terrace and balcony area, and the installation of replacement windows.
Amendment	Additional information received and amended description.
Closing date	14/08/2026
Comment	No Objection

7. PREMISES LICENCES

Application no	PR202607-136240
Location	Cappadocia BBQ Meze Grill, 317 Cheriton Road
Activities	Late Night Refreshment
Closing date	16/08/2026
Comment	No Objection

8. LATE PLANNING APPLICATIONS

Application no	26/1077/FH
Location	Bus Shelter Opposite The Saga Building, Middelburg Square, & Telephone Box, Bouverie Place

Proposal	Proposed installation of 1no. new BT Street Hub, incorporating 2no. digital 75" LCD advert screens, and 2no. associated BT Phone Kiosk removals.
Closing date	20/08/2026
Comment	No Objection
Application no	26/1212/FH/PA
Location	Folca, 48-66 Sandgate Road
Proposal	Application for Prior Approval under Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the change of use of part of the former department store from commercial, business and service use (Class E) to 21no. dwellings to residential use (Class C3).
Closing date	20/08/2026
Comment	No Objection
Application no	26/0936/FH
Location	248 Cheriton Road
Proposal	Outline planning application for the erection of 2 No. three-bedroom dwellings to replace previously demolished buildings (matters of landscaping reserved for future consideration).
Closing date	24/08/2026
Comment	No Objection
Application no	26/1147/FH
Location	Court Place, Castle Hill Avenue
Proposal	Replacement of existing windows and doors with double-glazed aluminium units together with roof repair works.
Closing date	24/08/2026
Comment	No Objection
Application no	26/1227/FH
Location	49 Somerset Road
Proposal	Erection of an outbuilding.
Closing date	24/08/2026
Comment	No Objection

Application no	26/1252/FH/TCA
Location	Flat 1a, 55 Earls Avenue
Proposal	Works to trees in a conservation area comprising of T1 Pear fell to ground level.
Closing date	28/08/2026
Comment	Object. No reason is given to fell a nice, viable specimen supporting wildlife, that adds to the positive character of the conservation area.

RECONSULTATION

Please note this is an amendment to an application from the Planning List

Application no	26/1094/FH
Location	Bus Shelter Opposite The Saga Building , Middelburg Square, & Telephone Box, Bouverie Place
Proposal	Advertisement consent for installation of 1no. new BT Street Hub, incorporating 2no. digital 75" LCD advert screens, and removal of 2no. associated BT Phone Kiosks
Amendment	Address amendment
Closing date	20/08/2026
Comment	No Objection

9. DATE OF NEXT MEETING

Thursday, 27 August 2026 at 7pm.

The meeting concluded at 7:50pm.

..... Chair



Folkestone Town Council

Minutes of the Planning Committee Meeting held on Thursday 27 August 2026 at the Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone.

PRESENT: Councillors Charles Bain Smith, John Renshaw, Jane Darling, Bridget Chapman and Christine Dickinson.

APOLOGIES: Councillor Liz McShane.

OFFICERS PRESENT: Liz Timmins (Communities & Grants Officer)

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Liz McShane.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. PLANNING COMMITTEE MINUTES

The Committee was asked to receive the Minutes of the meeting of the Planning Committee held on 6 August 2026 and to authorise the Chair of the Meeting to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Planning Committee held on 6 August 2026 be received and that the Chair of the Meeting be authorised to sign them as a correct record.

Proposed: Councillor Christine Dickinson

Seconded: Councillor Bridget Chapman

Voting: F: 5, Ag: ; Ab:

4. PLANNING APPLICATIONS

Application no	26/1258/FH
Location	50-52 Folkestone Care Centre & 56 Shorncliffe Road
Proposal	Change of use of 3no. parking spaces to the rear of Care Centre to secure garden area.
Closing date	27/08/2026
Comment	No Objection



Application no	26/1232/FH
Location	Nationwide, 77-79, Sandgate Road
Proposal	Installation of solar powered defibrillator and a bleed kit stand.
Closing date	31/08/2026
Comment	Withdrawn
Application no	26/1293/FH
Location	Turnbull Place, Ingles Road
Proposal	Works to trees subject to TPO No 11 of 1995 comprising of T1-2 Holm Oak crown reduction of 4 metres vertically and 4 metres laterally.
Closing date	01/09/2026
Comment	No objection
Application no	26/1159/FH
Location	St Andrews, The Durlocks
Proposal	Works to trees subject to TPO No 11 of 1988 comprising of T2 Prunus, T5 Sycamore, and T7 Prunus crown lift to 3.5 metres.
Closing date	02/09/2026
Comment	No objection
Application no	26/1261/FH
Location	Adjacent to 31 & 33 Guildhall Street
Proposal	Installation of two permanent public art flag sculptures.
Closing date	03/09/2026
Comment	No objection
Application no	26/1265/FH
Location	Verge between Foresters Way & Shellons Street
Proposal	Installation of three permanent public art flag sculptures.
Closing date	03/09/2026
Comment	No objection
Application no	26/1267/FH
Location	Public Hardstanding, The Stade
Proposal	Installation of a single permanent public art flag sculpture.
Closing date	03/09/2026

Comment No objection

Application no 26/1330/FH/TCA

Location St Andrews, The Durlocks

Proposal Works to trees in a conservation area comprising of T1 Holly crown reduction of 2 metres vertically and laterally and re-shape, T2, T5, T9-10, T14 Hawthorn crown lift to 3.5 metres above ground level, T3 Conifer crown lift to 3.5 metres above ground level, T4 and T13 Pine crown lift to 3.5 metres above ground level, T6 Sycamore crown lift to 3.5 metres above ground level, and T7 Ash crown lift to 3.5 metres above ground level.

Closing date 04/09/2026

Comment No objection

Application no 26/1339/FH

Location 39 Woodfield Close

Proposal Works to trees subject to TPO No 15 of 2002 comprising of T1 Sycamore crown reduction by 2 metres laterally.

Closing date 07/09/2026

Comment No objection

Application no 26/1176/FH

Location Folkestone Sports Centre, Radnor Park Avenue, Folkestone, CT19 5HX

Proposal Relocation of main entrance together with carpark expansion to accommodate 26 No. spaces.

Closing date 08/09/2026

Comment Unable to view the application

5. LATE PLANNING APPLICATIONS

Application no 26/1312/FH

Location Castle House, Castle Hill Avenue

Proposal New security fencing & gates to existing front car park.

Closing date 10/09/2026

Comment No objection

Application no 26/1250/FH
 Location Eton Suite, The Grand, The Leas
 Proposal Variation of condition 2 (approved plans) & removal of condition 4 (flue details) of planning permission 25/1713/FH to allow for the removal of the flue.
 FTC Comment "No Objection"
 Closing date 14/09/2026
 Comment No objection

Application no 26/1311/FH
 Location 20 Clifton Gardens
 Proposal Replacement of the existing roof coverings to the main roof and associated re-covering works to the existing dormer and bay window roofs.
 Closing date 15/09/2026
 Comment Object – Not to the principle but real slate would be far preferable and suitable in a conservation area and does not degrade in the strong UV levels we get in Folkestone.

RE-CONSULTATION

Application no 26/1205/FH
 Location Rhodesia House, 2, Clifton Crescent
 Proposal Listed Building Consent for the internal and external refurbishment of the building, including changes to the internal layout including the removal of existing and erection of new partition walls at ground floor level; removal of existing floor structures to parts of the first, second and third floors and replacement with raised floor structures; removal of existing plaster from external walls and replacement throughout all floors; removal and replacement of existing coving, ceiling roses and skirtings at first and second floor level; replacement of existing windows with double-glazed units; new replacement roof including the installation of an Automatic Opening Vent (AOV) to the north elevation, and repair of existing dormers.
 Amendment Additional information and description change.
 FTC Comment "No Objection"
 Closing date 04/09/2026
 Comment Object – it is now apparent that the works already undertaken exceed those granted consent. We understand

this is a difficult site and we supported the principle of the original application. We note that condition 3 of the consent has not been approved prior to the works being undertaken and the applicant claims that emergency works were necessary. We don't see any evidence of a notice being submitted prior to the works. The evidence submitted for very substantial removal of historic features is not yet convincing. We note for e.g. that the dormer windows installed differ from those approved and lack the historic swept heads of the originals, but no justification has been made for this. We would need to see a very convincing heritage argument in order to support these changes.

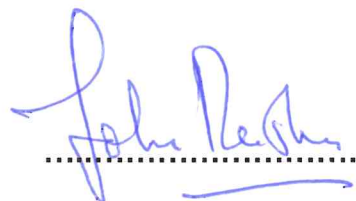
PREMISES LICENSE

Application no	PR202607-137207
Location	Courtside Kitchen & Bar, Motis business Centre, Cheriton High Street
Proposal	Recorded Music, Alcohol ON & OFF Sales.
Closing date	07/09/2026
Comment	No objection

6. DATE OF NEXT MEETING

Thursday, 10 September 2026 at 7pm.

The meeting concluded at 7.22pm.


..... Chair

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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 16 April 2026 at 7.00pm.

PRESENT:

Councillors Nicola Keen (Vice-Chair), Jackie Meade, Laura Davison, Peter Gane, Adrian Lockwood, Kieran Leigh, Tim Prater, Belinda Walker, Christine Dickinson and Bridget Chapman.

APOLOGIES:

Councillor Abena Akuffo-Kelly

ABSENT:

Councillor Connor McConville

OFFICERS PRESENT:

Toni Brenchley – Town Clerk
Karen Palmer – Finance Officer

1833. APOLOGIES FOR ABSENCE

Apologies received from Councillor Abena Akuffo-Kelly

RESOLVED: To approve apologies from Councillor Abena Akuffo-Kelly

Proposed: Councillor Belinda Walker
Seconded: Councillor Nicola Keen
Voting: F: 10, Ag: 0, Ab:0

1834. DECLARATIONS OF INTERESTS

Cllr Peter Gane and Cllr Nicola Keen declared an interest in agenda item 13, as both are members of the Cheriton Events Committee.

1835. MINUTES

The Committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 12 February 2026 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 12 February 2026 be signed as a correct record.

Proposed: Councillor Jackie Meade
Seconded: Councillor Kieran Leigh
Voting: F: 10, Ag: 0, Ab: 0

1836. PERSONNEL SUB-COMMITTEE MINUTES

The Committee received and noted the minutes of the Personnel sub-Committee meeting held on 12 February 2026.

1837. SCHEDULE OF PAYMENTS

The Committee considered the schedule of payments made between 1 February 2026 and 31 March 2026.

Cllr Meade asked for clarity on whether the policy guidance regarding ward grants for churches was being adhered to. It was agreed that the grants being made only related to inclusive community-based activity and were not exclusively for one religious group.

RESOLVED: That the Schedule of Payments for the period 1 February 2026 to 31 March 2026 be accepted.

Proposed: Councillor Jackie Meade
Seconded: Councillor Adrian Lockwood
Voting: F:10, Ag: 0, Ab: 0

1838. SCHEDULE OF RECEIPTS

The Committee considered the schedule of receipts made between 1 February 2026 and 31 March 2026.

RESOLVED: That the Schedule of Receipts for the period 1 February 2026 to 31 March 2026 be accepted.

Proposed: Councillor Peter Gane
Seconded: Councillor Belinda Walker
Voting: F: 10, Ag: 0, Ab: 0

1839. BUDGET MONITORING STATEMENT 2025/26

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

The Finance Officer / Deputy Town Clerk gave the Committee a verbal update on the budget position but highlighted that all year-end accruals had not yet been made. Cllr Gane thanked the Finance Officer for keeping the expenditure within budget.

RESOLVED: That the budget monitoring statement and reserves up to the 31 January be accepted.

Proposed: Councillor Peter Gane
Seconded: Councillor Jackie Meade
Voting: F: 10, Ag: 0, Ab: 0

1840. BANK RECONCILIATION

The bank reconciliation statements as at 28 February 2026 and 31 March 2026 were noted by the Committee and signed by a Member other than the Chair.

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RESOLVED: That the bank reconciliations for the periods February 2026 and March 2026 be accepted.

Proposed: Councillor Adrian Lockwood

Seconded: Councillor Belinda Walker

Voting: F: 10, Ag: 0, Ab: 0

1841. WARD GRANTS

Below is a list of Ward Grants received for Committee approval:

Folkestone Music Town	Free Workshop Programme	£714.00	T Prater
Folkestone Music Town	Free Workshop Programme	£300.00	J Renshaw
Folkestone Music Town	Free Workshop Programme	£200.00	C Dickinson
Folkestone Music Town	Free Workshop Programme	£677.00	L McShane
Folkestone Music Town	Free Workshop Programme	£100.00	A Akuffo-Kelly
Folkestone Music Town	Festival Programme	£200.00	J Renshaw
Folkestone Music Town	Festival Programme	£300.00	L Davison
Folkestone Music Town	Festival Programme	£332.00	L McGirr
Folkestone Music Town	Festival Programme	£100.00	A Akuffo-Kelly
Folkestone Music Town	Rising Stars Showcase Ages 16-25	£100.00	A Akuffo-Kelly
Folkestone Pride	Folkestone Pride 2026	£350.00	J Meade
Folkestone Pride	Folkestone Pride 2026	£100.00	B Walker
Folkestone Pride	Folkestone Pride 2026	£350.00	A Lockwood
Musical Walkabout CIC	Songsters Across Kent	£200.00	B Walker
St Mary & St Eanswythe with St Saviour Parochial Church Council	Pew Cushions	£225.00	A Akuffo-Kelly
The Folkestone Performing Arts Company	Community Theatre Session	£100.00	B Walker

RESOLVED: To award the organisation with the Ward Grant amounts listed.

Proposed: Councillor Jackie Meade

Seconded: Councillor Nicola Keen

Voting: F: 10, Ag: 0, Ab: 0

1842. WARD GRANT BALANCES

The Committee noted the Ward Grant balances as at 16 April 2026.

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1843. FINANCE & GENERAL PURPOSES – KEY PERFORMANCE INDICATORS (KPIs)

The Committee received report F/26/415, reviewed the existing KPI's, and considered any proposed amendments.

RESOLVED: To note the report and approve the proposed KPI's.

Proposed: Councillor Tim Prater
Seconded: Councillor Belinda Walker
Voting: F: 10, Ag: 0, Ab: 0

1844. FINANCIAL REGULATIONS

The Committee received the updated Financial Regulations.

RESOLVED: To defer approval of the Financial Regulations. An amendment is to be added to paragraph 6.3 clarifying that two officers are always involved in paying invoices. The Financial Regulations are to be brought back to F&GP Committee on the 11 June, and the payment and authorisation process reviewed.

Proposed: Councillor Tim Prater
Seconded: Councillor Peter Gane
Voting: F: 10, Ag: 0, Ab: 0

1845. FOLKESTONE TOWN CENTRE AND CHERITON CHRISTMAS LIGHTING INSTALLATIONS

The Committee noted the update from Town Clerk regarding the removal of Christmas Lights from trees in Folkestone and Cheriton. It was agreed to defer any decision on the use of reserves until KCC officers have undertaken a full inspection.

1846. TOWN HALL & ASSETS MAINTNENACE & REPAIRS UPDATE

The Town Clerk updated the Committee regarding maintenance of the Town Hall / Cinema building and Town Council assets.

Fire Escape – Building Regs approval received.

Fixed Electrical Certificate – Awaiting date from the contractor to complete remedial works required.

Community Minibus – Following an accident while the vehicle was hired out, an insurance claim is currently in progress.

Bus Shelter, Nailbox (Shorncliffe Road) – The roof was severely damaged and removed during a storm. An insurance claim is currently underway.

EXCLUSION OF PRESS AND PUBLIC

The remainder of the Minutes has classified **item 10** as disclosing exempt information under Paragraph 3 of Schedule 12A of the Local Government Act

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1972 (as amended) thereby excluding the press and public from the meeting whilst this item was debated. Press and members of the public left.

RESOLVED: That the press and members of the public be excluded for the remainder of the meeting.

Proposed: Councillor Jackie Meade
Seconded: Councillor Belinda Walker
Voting: F: 10, Ag: 0, Ab: 0

1847. CINEMA LEASE

The Town Clerk provided an update to the Committee on the current situation regarding the Cinema lease.

RESOLVED: That the Town Clerk write to the cinema tenant on behalf of the Councillors, expressing their strong support and requesting a meeting to explore a way forward and identify a workable solution.

Proposed: Councillor Bridget Chapman
Seconded: Councillor Nicola Keen
Voting: F: 10, Ag: 0, Ab: 0

1848. DATE OF NEXT MEETING:

11 June 2026 at 7.00pm

The meeting concluded at 7.50pm

Chair.....

Date.....11/6/2026

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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 11 June 2026 at 7.00pm.

PRESENT:

Councillors Connor McConville, Jackie Meade, Laura Davison, Peter Gane, Adrian Lockwood, Tim Prater, Belinda Walker, Christine Dickinson and Abena Akuffo-Kelly

APOLOGIES:

Councillors Nicola Keen, Keiran Leigh and Bridget Chapman

OFFICERS PRESENT:

Toni Brenchley – Town Clerk
Karen Palmer – Finance Officer

1848. APOLOGIES FOR ABSENCE

Apologies were noted from Councillors Nicola Keen, Keiran Leigh and Bridget Chapman.

1849. APPOINTMENT OF CHAIR

Nominations for the appointment of Chair of Finance and General Purposes Committee for the Municipal Year 2026/27 were sought.

PROPOSAL: That Councillor Adrian Lockwood be appointed as Chair for the Committee for the 2026/27 Municipal Year

Proposed: Councillor Jackie Meade

Seconded: Councillor Belinda Walker

Voting: F: 3, Ag: 0, Ab: 0

This Motion was lost.

RESOLVED: That Councillor Connor McConville be appointed as Chair of Finance and General Purposes Committee for the 2026/27 Municipal Year.

Proposed: Councillor Tim Prater

Seconded: Councillor Christine Dickinson

Voting: F:6, Ag:2, Ab:0

1850. APPOINTMENT OF VICE CHAIR

Nominations for the appointment of Vice Chair of Finance and General Purposes Committee for the Municipal Year 2026/27 were sought.

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RESOLVED: That Councillor Tim Prater be appointed as Vice Chair of Finance and General Purposes Committee for the 2026/27 Municipal Year.

Proposed: Councillor Peter Gane
Seconded: Councillor Adrian Lockwood
Voting: F: 9, Ag: 0, Ab: 0

1851. DECLARATIONS OF INTERESTS

There were no declarations of interest.

1852. MINUTES

The Committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 16 April 2026 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 16 April 2026 be signed as a correct record.

Proposed: Councillor Peter Gane
Seconded: Councillor Jackie Meade
Voting: F: 9, Ag: 0, Ab: 0

1853. REVIEW TERMS OF REFERENCE

In line with the Council's Standing Orders, the Committee was asked to consider the Terms of Reference for the Finance and General Purposes Committee.

RESOLVED: That the Terms of Reference be approved.

Proposed: Councillor Peter Gane
Seconded: Councillor Belinda Walker
Voting: F: 9, Ag: 0, Ab: 0

1854. PERSONNEL SUB-COMMITTEE MINUTES

The Committee received and noted the minutes of the Personnel Sub-Committee meeting held on 16 April 2026.

1855. SCHEDULE OF PAYMENTS

The Committee considered the schedule of payments made between 1 April 2026 and 31 May 2026.

RESOLVED: That the Schedule of Payments for the period 1 April 2026 to 31 May 2026 be accepted.

Proposed: Councillor Jackie Meade
Seconded: Councillor Tim Prater
Voting: F: 9, Ag: 0, Ab: 0

1856. SCHEDULE OF RECEIPTS

The Committee considered the schedule of receipts made between 1 April 2026 and 31 May 2026.

RESOLVED: That the Schedule of Receipts for the period 1 April 2026 to 31 May 2026 be accepted.

Proposed: Councillor Peter Gane

Seconded: Councillor Belinda Walker

Voting: F: 9, Ag: 0, Ab: 0

1857. BUDGET MONITORING STATEMENT 2026/27

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

The Finance Officer / Deputy Town Clerk gave the Committee a verbal update on the budget position.

RESOLVED: That the budget monitoring statement and reserves up to the 31 May be accepted.

Proposed: Councillor Jackie Meade

Seconded: Councillor Belinda Walker

Voting: F: 9, Ag: 0, Ab: 0

1858. BANK RECONCILIATION

The bank reconciliation statements as at 30 April and 31 May 2026 were noted by the Committee and signed by a Member other than the Chair.

1859. WARD GRANTS

The below list of Ward Grants were received for Committee approval:

Folkestone Festivals	Summer Season of Bands on Bandstand	£300.00	Liz McShane
Folkestone Festivals	Summer Season of Bands on Bandstand	£250.00	A Akuffo-Kelly
Folkestone Festivals	Summer Season of Bands on Bandstand	£250.00	L Davison
Folkestone Festivals	Summer Season of Bands on Bandstand	£250.00	C Dickinson
Folkestone Festivals	Summer Season of Bands on Bandstand	£300.00	K Leigh
Folkestone Festivals	Summer Season of Bands on Bandstand	£300.00	A Lockwood
Folkestone Festivals	Summer Season of Bands on Bandstand	£200.00	J Renshaw
Folkestone Festivals	Summer Season of Bands on Bandstand	£400.00	C McConville
Folkestone Festivals	Summer Season of Bands on Bandstand	£300.00	J Darling
Folkestone Twirlstars	Music Player	£150.00	L McGirr
ShivaNova Ltd/ Equator Festival	World in a Tent Multicultural Festival	£300.00	J Renshaw
All Souls' Church PCC	Replacement of Church Boiler	£250.00	P Gane
All Souls' Church PCC	Replacement of Church Boiler	£250.00	R West
All Souls' Church PCC	Replacement of Church Boiler	£250.00	J Renshaw
All Souls' Church PCC	Replacement of Church Boiler	£250.00	J Darling
Strange Cargo	Charivari	£500.00	J Darling



Folkestone Live CIC	Folkestone Live, Festival of theatre and comedy	£200.00	B Walker
Folkestone Live CIC	Folkestone Live, Festival of theatre and comedy	£421.00	T Prater
Heal a Generation	Steady Ground: Regulation & Connection Folkestone	£250.00	L McShane
Common Grounding	Homeward Festival for Refugee Week in Folkestone & Hythe	£500.00	L McShane

RESOLVED: To award the organisation with the Ward Grant amounts listed.

Proposed: Councillor Peter Gane

Seconded: Councillor Belinda Walker

Voting: F: 9, Ag: 0, Ab: 0

1860. WARD GRANT BALANCES

The Committee noted the Ward Grant balances as at 16 April 2026.

1861. FINANCIAL REGULATIONS

The Committee received the updated Financial Regulations. The Finance Officer / Deputy Town Clerk explained the required amendment had been made to paragraph 6.3 and also that the process for making and authorising payments had been discussed and checked with the Internal Auditor. The Internal Auditor had stated that the present system was adequate, although online authorisation by an officer could be set up to improve the present process of signing a hard-copy payments list.

Councillor Davison asked for paragraphs 7.2 and 7.6 to exclude a reference to Councillors having pin numbers for online banking.

RESOLVED: To approve the Financial Regulations with amendments to paragraphs 7.2 & 7.6 as requested.

Proposed: Councillor Tim Prater

Seconded: Councillor Jackie Meade

Voting: F: 9, Ag: 0, Ab: 0

1862. TOWN HALL & ASSETS MAINTENANCE & REPAIRS UPDATE

The Town Clerk updated the Committee regarding maintenance of the Town Hall / Cinema building and Town Council assets.

Fixed Electrical Certificate – Outstanding work has now been completed.

Bus Shelter, Nailbox (Shorncliffe Road) – Replacement will be installed over the next couple of weeks.

2 Grace Hill – The following works are in progress:



- CCTV up and running
- Weekly inspections
- General tidy and clean up of front areas and courtyard
- Decals on front noticeboards
- Fire alarm system to be checked
- Valuation survey for insurers
- Insurers survey
- Electrics to be checked and traced/labelled
- Environmental assessment
- Steering Group on 29th June
- District Ward grants applications submitted
- District Green Grants application for sustainable and carbon reducing projects

1863. DATE OF NEXT MEETING

20 August 2026 at 7.00pm

The meeting concluded at 7.35pm

Chair... 

Date... 20-08-2026

FOLKESTONE TOWN COUNCIL

**Minutes of the Climate and Environment Committee meeting held on Tuesday,
7 April 2026 at the Town Hall at 7pm.**

Present: Councillors Kieran Leigh, John Renshaw (Chair) and Belinda Walker.

In attendance: Liz Timmins (Communities and Grants Officer)

**Apologies: Councillors Abena Akuffo-Kelly, Laura Davison (retrospective),
Lucy McGirr and Roger West.**

Absent: Councillor Charles Bain Smith.

180. APOLOGIES FOR ABSENCE

Councillors were asked to receive apologies from Councillors Abena Akuffo Kelly, Lucy McGirr, Nicola Keen and Roger West.

RESOLVED: To accept the apologies from Councillors Abena Akuffo Kelly, Lucy McGirr, Nicola Keen and Roger West.

Proposed: Councillor John Renshaw
Seconded: Councillor Belinda Walker
Voting: F:3, Ag:0, Ab:0

181. DECLARATIONS OF INTEREST

There were no declarations of interest.

182. MINUTES

The Committee was asked to receive the Minutes of the meeting of the Climate & Environment Committee held on 3 February 2026 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED: That the Minutes of the meeting held on 3 February 2026 be received and to authorise the Chair of the Committee to sign them as a correct record.

Proposed: Councillor Belinda Walker
Seconded: Councillor Kieran Leigh
Voting: F:3, Ag:0, Ab:0



183. ROOTING FOR WILDLIFE

The committee were briefed on the Affinity Water funding available to deliver biodiversity enhancement projects.

The Allotments Associations have been asked to identify any potential projects that meet the funding criteria, with a particular emphasis on water conservation initiatives.

It was also noted that Cllr John Renshaw will contact All Souls School, who has recently applied for funding for raised beds and school garden and report back to the next meeting.

184. TREE PLANTING

The Committee reviewed the tree planting proposals submitted Kent Highways for 2026/27, it was noted that some trees were originally proposed to be planted in tubs on Earls Avenue, Shaftesbury Avenue and Cheriton High Street. Councillors would like to query why tubs were recommended rather than planting in the soft verges along the roadside, particularly as Earls Avenue is in a conservation area and the intention is to replace trees that have been felled. Councillors have asked for them to be included when the final draft is reviewed on the 9th June 2026.

RESOLVED: That the proposed tree planting schedule for 2026/27 is agreed with the addition of the sites noted above.

Proposed: Councillor Belinda Walker
Seconded: Councillor John Renshaw
Voting: F:3, Ag:0, Ab:0

185. CLIMATE & ENVIRONMENT - KEY PERFORMANCE INDICATORS REPORT CE/26/413

Report CE/26/413 presents the Council's performance against the agreed Key Performance Indicators (KPIs) for the reporting year, in accordance with the Four Year Plan. The Committee were asked to receive the report and consider the recommendations set out within it.

RESOLVED:

- i) To receive and note report CS/26/413**
- ii) To approve the recommended amendments to the existing KPIs.**

Proposed: Councillor John Renshaw
Seconded: Councillor Belinda Walker
Voting: F:3, Ag:0, Ab:0



186. CIL CONSULTATION

An update was provided to the Committee in relation to further research having been undertaken to ascertain costs, required resource, land ownership, responsibility and viability of potential projects identified at the last meeting.

RESOLVED: The Committee noted the CIL consultation results.

Proposed: Councillor John Renshaw
Seconded: Councillor Belinda Walker
Voting: F:3, Ag:0, Ab:0

187. DRAFT COMMUNITY RESILIENCE PLAN

The committee received and noted the Community Resilience Plan and are keen to operationalise the recommendations giving priority to train flood wardens for the area that would be immediately affected by the Pent Stream

RESOLVED: The Committee received and noted the Community Resilience Plan and recommended follow up with relevant partners giving priority to training the Flood Wardens.

Proposed: Councillor Kieran Leigh
Seconded: Councillor Belinda Walker
Voting: F:3, Ag:0, Ab:0

188. DATE OF NEXT MEETING

Community, Climate & Environment Committee 9 June 2026 at 7.00pm

The meeting concluded at 7.50 pm.

Chair
Date 9/6/26

FOLKESTONE TOWN COUNCIL

**Minutes of the Community Services Committee meeting held at the Town Hall,
1 – 2 Guildhall Street, Folkestone, CT20 1DY on Tuesday, 14 April 2026 at
7.00pm.**

Present: Councillors Peter Gane, Lucy McGirr, Belinda Walker, Jane Darling and Roger West (Chair).

In Attendance: Toni Brenchley – Town Clerk

Absent: Councillor Bridget Chapman

1361. APOLOGIES FOR ABSENCE

There were no apologies for absence.

1362. DECLARATIONS OF INTEREST

Councillors Peter Gane and Jane Darling declared an interest in 'Folkestone Town Centre and Cheriton Christmas Lighting Installations' as members of the Cheriton Christmas Lights Committee.

1363. MINUTES

The Committee was asked to receive the Minutes of the meeting of the Community Services Committee held on 10 February 2026 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED: That the Minutes of the meeting held on the 10 February 2026 be received and signed as a correct record.

Proposed: Councillor Lucy McGirr

Seconded: Councillor Belinda Walker

Voting: F:5, Ag:0, Ab:0

1364. COMMUNITY SERVICES – KEY PERFORMANCE INDICATORS REPORT CS/26/414

Report CS/26/414 presented the Council's performance against the agreed Key Performance Indicators (KPIs) for the reporting year, in accordance with the Four-Year Plan.



The Committee was asked to receive the report and consider the recommendations set out within it.

RESOLVED:

- i) **To receive and note report CS/26/414**
- ii) **To approve the recommended amendments to the existing KPIs.**

Proposed: Councillor Peter Gane
Seconded: Councillor Lucy McGirr
Voting: F:5, Ag:0, Ab:0

1365. CIL CONSULTATION

An update was provided to the Committee regarding the research conducted by the Town Clerk and Communities & Events Officer in respect of ascertaining costs, required resource, land ownership, responsibility and viability of potential projects.

A report will be submitted to the newly combined Community, Climate & Environment Committee on 9 June 2026.

1366. FOLKESTONE MUSEUM REPORT CS/26/417

The Committee was asked to receive and note Report CS/26/417.

RESOLVED:

- 1) **To receive and note report CS/26/417**
- 2) **To agree that Folkestone Town Council will release £5300 from the Museum Reserve to complete the radon remediation project.**

Proposed: Councillor Lucy McGirr
Seconded: Councillor Belinda Walker
Voting: F:5, Ag:0, Ab:0

1367. ARMED FORCES DAY WITH AIR DISPLAYS 2026

The Committee were updated in respect of developing arrangements for this year's event.

1368. FOLKESTONE TOWN CENTRE AND CHERITON CHRISTMAS LIGHTING INSTALLATIONS

The Committee received an update on the current Christmas lighting assets and installations in Folkestone Town Centre and Cheriton, including the

associated essential tree works being undertaken by Kent County Council (KCC).

Members were advised that KCC have determined that, prior to these works, all Christmas lights installed on KCC-owned trees will be required to be removed. Furthermore, KCC have confirmed that, moving forward, any lights installed on their trees will need to be removed and reinstalled annually prior to the Christmas period.

The Committee expressed disappointment at KCC's sudden decision, particularly given that the lights had been left in situ for a number of consecutive years to avoid the significant costs associated with repeated removal and replacement.

RESOLVED:

- 1) **To request £10,000 from reserves to fund the following:**
 - i. **10 trees – Permanent removal of unsalvageable lights**
 - ii. **24 trees - Careful removal of lights, which will not be reinstalled in the current locations, but which may be reused elsewhere where feasible.**
 - iii. **6 trees in the precinct area – Careful removal of lights, with the intention that these will be reinstalled annually in future.**

Proposed: Councillor Peter Gane
Seconded: Councillor Roger West
Voting: F:4, Ag:0, Ab:1

1369. AGE FRIENDLY TOWNS

The Committee was briefed on the concept of an 'Age Friendly Town', including the general principles and aims underpinning the initiative.

Members were informed that further information and details of any potential projects or opportunities arising from this work will be reported to the Committee at a future meeting.

1370. YOUTH PROJECTS

Due to the underwhelming uptake of the Kwik Cricket and Councillor Cup Football Tournament, Officers have explored other activities that may appeal to the youth of Folkestone.

Two projects have been identified for further development:

- Chess introduction: The local Junior Chess club has expressed an interest in introducing more young people to chess, the potential for Folkestone to host a junior chess competition in the future.

- Folkestone archaeology: Officers propose engaging an outside body to host outdoor workshops and introduce schools to the world of archaeology and local history.

RESOLVED:

- To proceed with the Chess Introduction project.
- To proceed with the Folkestone Archaeology project.
- That Officers approach local schools once more regarding participation in the Councillor Cup Football Tournament.
- That Councillors explore the possibility of a competition inviting local schools to develop ideas to regenerate the high street with proposals to be reported back to the Committee

Proposed: Councillor Peter Gane
 Seconded: Councillor Belinda Walker
 Voting: F:5, Ag:0, Ab:0

1371. SCALE OF FEES

The Committee was asked to review and determine whether to approve the revised scale of fees.

RESOLVED: To approve the revised Scale of Fees

Proposed: Councillor Peter Gane
 Seconded: Councillor Belinda Walker
 Voting: F:5, Ag:0, Ab:0

1372. DEFIBRILLATORS & BLEED KITS

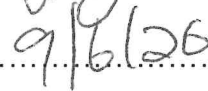
An update was provided to the Committee on the Council-managed defibrillators and bleed kits located across Folkestone, including their current status, maintenance arrangements and any actions required.

1373. DATE OF NEXT MEETING

Community, Climate & Environment Committee - Tuesday 9 June 2026 at **7pm**

The meeting concluded at 7.55pm

Chair.....

Date.....

FOLKESTONE TOWN COUNCIL

**Minutes of the Community, Climate & Environment Committee meeting held at
the Town Hall, 1 – 2 Guildhall Street, Folkestone, CT20 1DY on
Tuesday, 9 June 2026 at 7.00pm.**

Present: Councillors Jane Darling, Laura Davison, Peter Gane, Nicola Keen, Lucy McGirr, John Renshaw and Belinda Walker.

Apologies: Councillor Roger West.

In Attendance: Toni Brenchley – Town Clerk
Vicky Deakin – Communities & Events Officer
Coralie Clover – Museum Manager / Curator

Absent: Councillors Abena Akuffo-Kelly, Charles Bain Smith, Bridget Chapman and Kieran Leigh

The Town Clerk opened the meeting.

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Roger West.

Noted

2. APPOINTMENT OF CHAIR

Councillors were asked to appoint a Chair for the Committee for the 2026/27 Municipal Year.

PROPOSAL: That Councillor Peter Gane be appointed as Chair for the Committee for the 2026/27 Municipal Year

Proposed: Councillor Nicola Keen
Seconded: Councillor John Renshaw
Voting: F: 3, Ag: 0, Ab: 0



This Motion was lost.

RESOLVED: That Councillor Lucy McGirr be appointed as Chair for the Committee for the 2026/27 Municipal Year.

Proposed: Councillor Jane Darling

Seconded: Councillor Laura Davison

Voting: F:4, Ag:0, Ab:0

3. APPOINTMENT OF VICE CHAIR

Councillors were asked to appoint a Vice-Chair for the Committee for the 2026/27 Municipal Year.

RESOLVED: That Councillor Belinda Walker be appointed as Vice-Chair for the Committee for the 2026/27 Municipal Year.

Proposed: Councillor Jane Darling

Seconded: Councillor John Renshaw

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

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. MINUTES

The Committee was asked to receive the Minutes of the meetings of the Climate & Environment Committee held on 7 April 2026, and the Community Services Committee held on 14 April 2026 and to authorise the Chair of the Committee to sign them as a correct record.

RESOLVED:

i) That the Minutes of the meeting of the Climate & Environment Committee held on 7 April 2026, be received and signed as a correct record.

Proposed: Councillor John Renshaw

Seconded: Councillor Belinda Walker

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

ii) That the Minutes of the meeting of the Community Services Committee held on 14 April 2026, be received and signed as a correct record.

Proposed: Councillor Jane Darling

Seconded: Councillor Peter Gane

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



6. **REVIEW OF THE TERMS OF REFERENCE**

In line with the Town Council's adopted Standing Orders, the Committee was asked to consider the Terms of Reference for the Community, Climate & Environment Committee.

RESOLVED: To adopt the Terms of Reference for the Community, Climate & Environment Committee.

Proposed: Councillor Belinda Walker

Seconded: Councillor Laura Davison

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

7. **WORKING GROUPS 2026/27**

Members were invited to consider whether the continuation or establishment of any Working Groups would be beneficial for the 2026/27 municipal year, and, if so, to agree memberships accordingly. Working Groups for 2025/26 were as follows:

Fairtrade: Cllrs Meade, McShane and Walker

Museum: Cllrs Akuffo-Kelly, Chapman, McGirr and Walker

Trees: Cllr Walker

Parks and Open Spaces: Cllrs Keen, Renshaw and Walker

Allotments: Cllrs Keen, Meade and West (Substitute Cllr McGirr)

RESOLVED: That this Item be deferred to the next meeting to allow the Communities & Events Officer to email all Folkestone Town Councillors inviting them to join the above Working Groups should they wish to do so.

Proposed: Councillor John Renshaw

Seconded: Councillor Lucy McGirr

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

8. **ROOTING FOR WILDLIFE**

The Communities and Events Officer updated the Committee in respect of applications submitted to Affinity Water by the Tile Kiln Lane and Park Farm Road Allotment Associations for funding to deliver biodiversity enhancement projects.

Cllr John Renshaw provided feedback in respect of the All Souls Church of England primary school application for funding to install raised flowerbeds and a garden on its site.



Noted

9. TREE PLANTING

Further to a request from members at the last Climate & Environment Committee meeting, the Communities & Events Officer updated members regarding suggested tree planting.

The Committee was asked to review the Tree Planting Schedule and consider whether it agreed to release the £15,000 Tree Planting Budget for 2026/27 to deliver the scheme.

RESOLVED:

- i) **That all soft sites on the Tree Planting Schedule be planted subject to, where practicable, new trees being evenly distributed across all FTC Wards.**
- ii) **To release the £15,000 Tree Planting Budget for 2026/27.**

Proposed: Councillor Peter Gane

Seconded: Councillor Nicola Keen

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

10. DISTRICT COUNCIL GREEN GRANTS SCHEME – NEW FUNDING AVAILABLE

A £250,000 package of support for organisations to deliver sustainable and carbon reducing projects in the Folkestone & Hythe district has been agreed.

The F & HDC Green Grants third round of funding welcomes applications for categories of funding, and bids must be received by Friday 17 July. The categories are:

- Climate action micro grants – up to £2,000
- Rewilding, tree planting and wildflower meadow grants – up to £10,000
- Social and community grants – up to £15,000
- Premises grants – up to £20,000

The Committee was asked if it wished FTC to apply for funding, and if so to provide suggestions for potential projects.

RESOLVED:

- i) **That the Town Clerk write to Councillors Bain Smith and Lockwood to invite them to write a proposal in respect of plans to facilitate the Grace Hill site becoming energy efficient.**

Proposed: Councillor Lucy McGirr

Seconded: Councillor Laura Davison

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

- ii) **That the Town Clerk and Communities & Events Officer follow up to establish if a project for required works at the Town Hall / Museum would be viable for an application within the Social & Community Grants and / or Premises Grants Categories.**

Proposed: Councillor John Renshaw

Seconded: Councillor Belinda Walker

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

11. CIL CONSULTATION

Report CCE/26/418 outlines the feasibility of projects identified through the 2025 public consultation. Following further research and assessment, it provides additional detail on each proposal, including any requirements, constraints, and indicative costs, to support decisions on whether these projects should be progressed. The Committee was asked to receive the report and consider the recommendations set out within it.

RESOLVED:

- 1) Receive and note report CCE/26/418**
- 2) To progress the installation of a Multi-Use Games Areas (MUGA) at Naseby Avenue, subject to consultation with local residents and release funding from CIL reserves.**
- 3) To progress the installation of communication boards and play panels at Coniston Road, Naseby Avenue, Roman Way, Downs Road, Pine Way and Firs Lane Play Parks, and to release funding from CIL reserves.**
- 4) To progress the provision of cycle hoops and secure cycle storage at the top of Sandgate Road, outside Chaos Cards and at Cheriton Place (4 no.) subject to consultation with shop owners in the immediate vicinity, and to release funding from CIL reserves.**
- 5) That any projects within the Report which are not currently being progressed, be referred to appropriate Working Groups for further consideration.**

Proposed: Councillor Peter Gane

Seconded: Councillor Lucy McGirr

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

12. FOLKESTONE MUSEUM REPORT CCE/26/419

The Committee was asked to receive and note Report CCE/26/419, consider approving signing a Memorandum of Understanding with Stowting Parish Meeting for the loan of exhibition objects, and support grant bids from Kent Downs National Landscape and Canterbury Archaeological Trust.



The Committee asked that a vote of thanks be recorded in respect of the continuing work of the Museum team.

RESOLVED:

- 1) To receive and note report CCE/26/419
- 2) To resolve to sign a memorandum of understanding with Stowting Parish Meeting, regarding loaning objects from them for our upcoming exhibition
- 3) To agree to support the Kent Downs National Landscape's grant bid to promote the walking path between Folkestone and Dover
- 4) To agree to support Canterbury Archaeological Trust's grant bid for the continuation of the East Wear Bay project

Proposed: Councillor John Renshaw

Seconded: Councillor Nicola Keen

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

13. ARMED FORCES DAY FOLKESTONE WITH AIR DISPLAYS 2026

The Communities & Events Officer updated the Committee in respect of developing arrangements.

The Chair asked that a vote of thanks be recorded in respect of the Town Clerk and Communities & Events Officers work in respect of the event.

14. DATE OF NEXT MEETING

18 August 2026 at 7.00pm

The meeting concluded at 20:10pm

Chair.....

Date.....18-8-26

FOLKESTONE TOWN COUNCIL

MINUTES of the Grants Committee Meeting held at Folkestone Town Council Offices, Town Hall, 1-2 Guildhall Street, Folkestone on Thursday, 5 February 2026 at 7.00 p.m.

PRESENT:

Councillors Abena Akuffo-Kelly, John Renshaw, Christine Dickinson, Lucy McGirr, Kieran Leigh, Peter Gane, Adrian Lockwood, Jackie Meade, Laura Davison, Roger West and Nicola Keen.

APOLOGIES:

Councillor Belinda Walker, Bridget Chapman and Jane Darling

ABSENT:

Councillors Connor McConville, Charlie Bain Smith, Liz McShane and Tim Prater

OFFICERS PRESENT:

Liz Timmins – Communities & Grants Officer

163. APOLOGIES FOR ABSENCE

Councillors were asked to receive apologies from Councillors Belinda Walker, Bridget Chapman and Jane Darling.

RESOLVED: To accept the Apologies from Councillor Belinda Walker, Bridget Chapman and Jane Darling.

Proposed: Councillor John Renshaw

Seconded: Councillor Kieran Leigh

Voting: F: 11, Ag: 0, Ab: 0

164. DECLARATIONS OF INTEREST

Councillor Abena Akuffo Kelly declared an interest in Folkestone Pride as she is on the Committee.

Councillor Lucy McGirr declared an interest in The Community Fridge as she volunteers in the shop.

165. GRANTS COMMITTEE MINUTES

The Committee was asked to receive the Minutes of the Meeting of the Grants Committee held on 4 September 2025 and to authorise the Chair of the Committee to sign them as a correct record.



RESOLVED: That the Minutes of the Meetings of the Grants Committee held on 4 September 2025 be received and that the Chair of the meeting be authorised to sign them as a correct record.

Proposed: Councillor John Renshaw

Seconded: Councillor Kieran Leigh

Voting: F: 10 , Ag:0 , Ab: 1

166. TOWN GRANT APPLICATIONS

Applicants requesting Town Grants of over £1,000 gave short presentations and answered any questions from the Committee members.

EXCLUSION OF PRESS AND PUBLIC

The remainder of the Agenda classified item 7 as disclosing exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) thereby excluding the press and public from the meeting whilst this item is debated.

167. TOWN GRANTS

Town Grant applications were assessed on merit against five categories by each Councillor. Scores were then accumulated to calculate the award.

Resolved: Councillors voted for the following application to receive £0 award as it was felt that they did not fully meet the criteria of the Grants Policy Guidelines:

Kent Domestic Abuse Programme

Proposed: Councillor Peter Gane

Seconded: Councillor Nicola Keen

Voting: F:9 , Ag:2 , Ab:1

Resolved: Councillors voted for the following application to receive £0 award as it was felt that they did not fully meet the criteria of the Grants Policy Guidelines:

Outdoor Folkey

Proposed: Councillor Peter Gane

Seconded: Councillor John Renshaw

Voting: F:11, Ag:0 , Ab:0

Resolved: Councillors voted for the following application to receive £0 award as it was felt that they did not fully meet the criteria of the Grants Policy Guidelines:

Autism Help



Proposed: Councillor Laura Davison
 Seconded: Councillor Keiran Leigh
 Voting: F:10 , Ag:0 , Ab:2

Resolved: Councillors voted on the remaining applications receiving the amounts noted in the table below:

Proposed: Councillor Lucy McGirr
 Seconded: Councillor Peter Gane
 Voting: F:11, Ag:0 , Ab:0

	Applicant	Purpose	Amount
1	Folkestone Community Fridge	Folkestone Community Fridge	£2,450.00
2	Imago Community	Escape and Explore: Nature Days for Young Carers	£550.00
3	Kent Community Domestic Abuse Programme (Kent CDAP)	Woman Support Worker (WSW)	£0.00
4	Strange Cargo	Charivari Day 2026	£1,500.00
5	Folkestone Twirlstars	UK Nationals	£1,000.00
6	Autism Help	New Pc's	£0.00
7	Folkestone Gurkha Memorial Fund	Folkestone Veterans Battle Tour	£1,000.00
8	Moving Memory	Moving Well Folkestone	£1,200.00
9	Folkestone Documentary Festival	Folkestone Doc Club 2026	£1,000.00
10	Folkestone Pride	Folkestone Pride 2026	£2,500.00
11	Shepway Brass Academy (SBA)	Funding for Shepway Brass Academy's Termly Practice Venue	£1,000.00
12	OutdoorFolkey	Building a self-sufficient community for local residents	£0.00
13	Kent Food Hubs CIC	Community food and social hub	£1,500.00
14	Noel Redding Project CIC	Temporary Noel Statue	£1,000.00
	Total		£14,700

168. DATE OF NEXT MEETING

Thursday, 3 September 2026.

The Meeting concluded at 9.20 pm

Chair

Date 3/9/26

This report will be made public on 11 September 2026

**Folkestone
Town Council**



Report Number C/26/425

To: Full Council
Date: 17 September 2026
Status: Public Report
Responsible Officer: Town Clerk

SUBJECT: 2 GRACE HILL – BUDGET AND EXPENDITURE UPDATE

SUMMARY:

This report provides Members with an update on the financial position relating to the Grace Hill property, including expenditure incurred to date, anticipated future costs and the overall projected budget position.

REASONS FOR RECOMMENDATIONS:

To ensure Members are kept informed of the current financial position of the Grace Hill property, including expenditure incurred to date, anticipated future costs associated with the ongoing management, maintenance and compliance requirements of the building, and the projected overall budget position.

Noting the report will enable Members to understand the potential funding gap currently identified, the measures being undertaken to reduce forecast expenditure, particularly utility costs, and the development of future budget projections that will inform the Council's budget-setting process.

RECOMMENDATIONS:

- 1) To receive and note report C/26/425
- 2) To note the expenditure incurred to date in relation to the Grace Hill property.
- 3) To note the forecast future costs associated with the management and maintenance of the property.
- 4) To note the projected overall budget position and potential funding gap.

Aims and Objectives – Corporate Priorities 6.8, 9.1 & 9.4
Financial Implications – 2026/27 & 2027/28 Budget projections.
Equal Opportunities – Access to all.
Environmental Impact – The environmental impact has been considered in the preparation of all budgets.

1.0 BACKGROUND

- 1.1 Following the acquisition of the Grace Hill property, a number of costs have been incurred to secure, insure, inspect and maintain the building. Further expenditure is anticipated to ensure the property remains compliant with statutory requirements, insurance conditions and ongoing operational needs.

2.0 FINANCIAL POSITION

2.1 Available Funding

Funding Source	Amount
Allocated Budget	£48,000.00
District Grants	£12,500.00
FTC Ward Grants	£1,500.00
Community Infrastructure Levy (CIL)	£6,130.80
Total Available Funding	£68,130.80

2.2 Expenditure to Date

Total expenditure paid to date amounts to **£51,591.04** and includes:

- Building condition surveys and inspections;
- Legal fees and associated searches;
- Insurance premiums;
- Building security measures and keyholding;
- CCTV installation;
- Grounds maintenance and site clearance;
- Electrical inspections and remedial works;
- Utility costs; and
- Property management and compliance activities.

2.3 Forecast Future Expenditure

Further expenditure currently anticipated totals **£44,036.13** and includes:

- Building maintenance inspections and monitoring;
- Utility costs for gas and electricity;
- Gutter clearance and routine maintenance;
- Emergency repairs and response provision;
- Gas safety and compliance checks;
- Additional insurance costs arising from reinstatement valuations; and
- Further electrical remedial works required to satisfy insurance requirements.

2.4 Overall Budget Forecast

Description	Amount
Total Available Funding	£68,130.80
Expenditure Incurred to Date	£51,591.04
Remaining Budget	£16,539.76
Forecast Future Expenditure	£44,036.13
Forecast Total Expenditure	£95,627.17
Projected Funding Shortfall	£27,496.37

3.0 RISK IMPLICATIONS

- 3.1 The current forecast indicates that expenditure associated with the property may exceed the currently available budget by approximately £27,500. The forecast remains subject to change as further inspections and ongoing maintenance requirements are identified.
- 3.2 Officers are actively reviewing operational costs and expenditure commitments to identify opportunities to reduce forecast costs. In particular, work is currently being undertaken to reduce utility expenditure through a review of gas and electricity supplies, usage levels and tariff arrangements. It is anticipated that this work will help reduce ongoing running costs and mitigate the projected funding shortfall.
- 3.3 Budget projections for the continued management and operation of the Grace Hill property in 2027/28 are currently being developed and will be submitted as growth items for consideration by the Finance and General Purposes Committee on 22 October 2026. Should the projected costs have a significant impact on the Council's budget requirement or precept, Members may wish to consider undertaking a public consultation, in line with good practice, before any final budget decisions are made.
- 3.4 Officers will continue to review expenditure commitments, explore funding opportunities where appropriate and seek to minimise costs wherever possible.

CONCLUSION

Members are asked to note that expenditure to date represents the majority of the available budget allocation. Current forecasts indicate that additional funding may be required should all identified works and associated operational costs proceed as anticipated.

Officers are actively seeking opportunities to reduce projected expenditure, particularly in relation to ongoing utility costs, which are currently based on prudent estimates. The outcome of this work may reduce the forecast budget gap.

Budget projections for 2027/28 are also being prepared and will be presented as part of the growth proposals to the Finance and General Purposes Committee on 22 October 2026. Should these proposals be likely to have a significant impact on the Council's budget requirement or precept, Members may wish to consider undertaking a public consultation, in line with good practice, before any final budget decisions are made.

Officers will continue to monitor the financial position, seek opportunities to reduce projected expenditure, and provide further updates to Members as required.

CONTACT OFFICER

If you have any queries about this report, please contact the Town Clerk of the Council.
Tel: 01303257946 or email toni.brenchley@folkestone-tc.gov.uk prior to the meeting.