

FOLKESTONE TOWN COUNCIL



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FULL COUNCIL AGENDA

Meeting: Folkestone Town Council Extraordinary Meeting
Date: 21 April 2026
Time: 7.30 p.m.
Place: Town Council Chamber, Town Hall, 1-2 Guildhall Street, Folkestone

To: Town Councillors

YOU ARE HEREBY SUMMONED to attend an extraordinary 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 approve 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 Meeting held on 12 March 2026 and to authorise the Town Mayor to sign them as a correct record.

EXCLUSION OF PRESS AND PUBLIC

The remainder of the Agenda has classified item 4 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. Press and members of the public should now leave.

4. POTENTIAL ACQUISITION OF FORMER LIBRARY BUILDING

To consider Exempt Report C26/416 relating to the potential acquisition of the former library building at 2 Grace Hill, Folkestone.

5. DATE OF NEXT MEETING

Annual Statutory Meeting - Tuesday, 5 May 2026

Annual Town Assembly - Tuesday, 12 May 2026

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 Full Council Meeting held at the Town Hall, Folkestone on Thursday, 12 March 2026 at 7.00 p.m.

TOWN COUNCILLORS PRESENT:

Councillors Lucy McGirr, Christine Dickinson, Kieran Leigh, Adrian Lockwood, Jane Darling, Connor McConville, Laura Davison, Peter Gane, Tim Prater, Jackie Meade, John Renshaw, Belinda Walker and Bridget Chapman.

APOLOGIES:

Councillors Nicola Keen, Abena Akuffo-Kelly, Roger West and Liz McShane.

ABSENT:

Councillor Charles Bain Smith.

IN ATTENDANCE:

Toni Brenchley (Town Clerk)
Jennifer Griffin (Administration Officer)
Ian Bishop (Town Sergeant)

Prayers were read by Mayor's Chaplain, Revd. Chris Johnson

No questions were received.

2213. APOLOGIES

Apologies were received from Councillors Nicola Keen, Abena Akuffo-Kelly, Roger West and Liz McShane.

RESOLVED: To accept the apologies from Councillors Nicola Keen, Abena Akuffo-Kelly, Roger West and Liz McShane.

Proposed: Councillor Bridget Chapman

Seconded: Councillor Laura Davison

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

2214. DECLARATIONS OF INTEREST

There were no declarations of interest.

2215. MINUTES

Council was asked to receive and authorise the Minutes of the Full Council Meeting held on 22 January 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 22 January 2026 be received and signed as a correct record.

Proposed: Councillor Jackie Meade
Seconded: Councillor John Renshaw
Voting: F: 13, Ag: 0, Ab: 0

2216. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Town Mayor gave a verbal update to Councillors regarding recent Mayoral activities.

2217. MINUTES OF THE PLANNING COMMITTEE

Council was asked to receive Minutes of the Planning Committee Meetings held on the 8 January 2026 and 29 January 2026.

RESOLVED: That the Minutes of the Planning Committee Meetings of 8 January 2026 and 29 January 2026 be received.

Proposed: Councillor Christine Dickinson
Seconded: Councillor Bridget Chapman
Voting: F: 13, Ag: 0, Ab: 0

2218. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Council was asked to receive the Minutes of the Finance and General Purposes Committee Meeting held on the 11 December 2025.

RESOLVED: That the Minutes of the Finance and General Purposes Committee Meeting of 11 December 2025 be received.

Proposed: Councillor Connor McConville
Seconded: Councillor Christine Dickinson
Voting: F: 13, Ag: 0, Ab: 0

2219. MINUTES OF THE COMMUNITY SERVICES COMMITTEE

Council was asked to receive Minutes of the Community Services Committee Meetings held on the 14 October 2025.

RESOLVED: That the Minutes of the Community Services Committee Meetings of 14 October 2025 be received.

Proposed: Councillor Peter Gane

Seconded: Councillor Belinda Walker
Voting: F: 13, Ag: 0, Ab: 0

2220. MINUTES OF THE CLIMATE AND ENVIRONMENT COMMITTEE

Council was asked to receive the Minutes of the Climate and Environment Committee Meeting held on the 7 October 2025.

RESOLVED: That the Minutes of the Climate and Environment Committee Meeting of 7 October 2025 be received.

Proposed: Councillor John Renshaw
Seconded: Councillor Lucy McGirr
Voting: F: 13, Ag: 0, Ab: 0

2221. MINUTES OF THE GRANTS COMMITTEE

Council was asked to receive the Minutes of the Grants Committee Meeting held on the 4 September 2025.

RESOLVED: That the Minutes of the Grants Committee Meeting of 4 September 2025 be received.

Proposed: Councillor Lucy McGirr
Seconded: Councillor Adrian Lockwood
Voting: F: 13, Ag: 0, Ab: 0

2222. MATTERS AND RESOLUTIONS FROM COMMITTEES

Councillors noted the resolutions.

- i) **Climate & Environment Committee**
Noted
- ii) **Community Services Committee**
Noted
- iii) **Finance and General Purposes Committee**
Noted

2223. OUTSIDE BODIES

i) The Dover, Deal & District Citizens Advice Bureau (also covering Folkestone & Hythe through its base at the Rainbow Centre) has invited FTC to nominate a Councillor to sit on its Board. Members were asked to consider whether the Council wished to put forward a representative.

RESOLVED: That Councillor Lucy McGirr be elected as the FTC representative on the Board of the Dover, Deal & District Citizens Advice Bureau.

Proposed: Councillor Laura Davison

Seconded: Councillor Bridget Chapman

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

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

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

Councillor Lucy McGirr gave a brief update on John Bowley & Sherwood Almshouses Charity.

Councillor Adrian Lockwood was unable to give an update on the Etaples/Folkestone Twinning Association due to lack of information available.

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

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

Councillor Peter Gane informed members no meeting had taken place since the last Full Council and therefore no update available on NALC Super Council Network.

Councillor John Renshaw gave a brief update on the Nepalese/Folkestone Twinning Association.

Councillor Belinda Walker gave an update on the Folkestone Community Forum.

2224. KENT COUNTY COUNCILLOR'S UPDATES

KCC Councillors were invited to provide updates. Updates were received from Councillors Mary Lawes, Member for Folkestone East, John Baker, Member for Folkestone West and Tim Prater, Member for Cheriton, Sandgate & Hythe East.

2225. WARD GRANTS

The Ward Grants listed below were recommended for approval.

Sunflower House Trust	Youth Forum Group	£350	J Darling
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RESOLVED: To award the organisation with the Ward Grant listed.

Proposed: Councillor Belinda Walker
 Seconded: Councillor Kieran Leigh
 Voting: F: 13, Ag: 0, Ab: 0

2226. SCHEDULE OF MEETINGS 2026-27

A revised Schedule of Meetings for 2026-27 and Terms of Reference for the new Community, Climate & Environment Committee were presented for Council's consideration and approval.

RESOLVED: To approve the revised Schedule of Meetings for 2026-27.

Proposed: Councillor John Renshaw
 Seconded: Councillor Lucy McGirr
 Voting: F: 13, Ag: 0, Ab: 0

RESOLVED: For the new Community, Climate & Environment Committee to consist of 12 Councillors.

Proposed: Councillor Kieran Leigh
 Seconded: Councillor Jackie Meade
 Voting: F: 13, Ag: 0, Ab: 0

RESOLVED: To accept the Community, Climate & Environment Terms of Reference with the following amendment – that specific reference is made to Climate Resilience planning.

Proposed: Councillor John Renshaw
 Seconded: Councillor Bridget Chapman
 Voting: F: 13, Ag: 0, Ab: 0

2227. POLICIES AND PROCEDURES

Council was asked to adopt the following policies:

- Data Protection and Retention Policy (revised)
- IT Policy (revised)

RESOLVED:

i) To adopt the Data Protection and Retention Policy.

Proposed: Councillor Tim Prater
 Seconded: Councillor Peter Gane
 Voting: F: 13, Ag: 0, Ab: 0

- ii) **To adopt the IT Policy with the understanding that additional amendments can be made to the Policy should it be necessary.**

Proposed: Councillor Jackie Meade
Seconded: Councillor John Renshaw
Voting: F: 13, Ag: 0, Ab: 0

2228. GOVERNANCE AND ACCOUNTABILITY RISK ASSESSMENT & INSURANCE REVIEW

Report C/26/411 presented the annual business risk assessment and review of the current insurance arrangements for the Council's approval.

RESOLVED:

- 1) To receive and note Report C/26/411**
- 2) To approve and adopt the Governance and Accountability Risk Assessment 2026/27**
- 3) To approve the Insurance Review and any recommended amendments to insurance cover**

Proposed: Councillor Connor McConville
Seconded: Councillor Belinda Walker
Voting: F: 13, Ag: 0, Ab: 0

2229. TREASURY MANAGEMENT REPORT

In line with section 15(1)(a) of the Local Government Act 2003, Report C/26/412 reviewed the treasury management activities for 2025/26 and proposed the Investment Policy for 2026/27.

RESOLVED:

- 1) To receive and note Report C/26/412**
- 2) To adopt the Investment Policy, as attached for the financial year 2026/27.**

Proposed: Councillor Connor McConville
Seconded: Councillor Jackie Meade
Voting: F: 13, Ag: 0, Ab: 0

2230. TOWN MAYOR ELECT 2026/27

Members were requested to select the Town Mayor Elect for the ensuing municipal year 2026/27.

RESOLVED: That Councillor Jackie Meade be selected as Town Mayor Elect for the ensuing municipal year 2026/27.

Proposed: Councillor Adrian Lockwood
Seconded: Councillor Peter Gane
Voting: F: 12, Ag: 0, Ab: 1

2231. TOWN MAYOR'S AWARDS

Members of the Community who have done something particularly noteworthy during the municipal year 2025/26 have received the following Town Mayor's Awards:

- Flo Peycelon - has been recognised for her voluntary support and encouragement of young violinists through tutoring and setting up of 'Young Strings', a youth string orchestra. She has also been recognised for her involvement in 'Folkestone Community Players' a community orchestra.
- Colin Chandler - has been recognised for his voluntary support at civic events, namely being the lead steward at the Remembrance Sunday Parade. His invaluable support extends to FTC, the Lions, and the Royal British Legion, where he has provided dedicated service over the years.
- Tim Geere - has been recognised for many years of dedicated service supporting the Royal British Legion, the Royal Naval Association and the Sea Cadets, as well as his valued work with community groups including the Folkestone Nepalese Community Centre, the Veterans Support Group and the Veterans Breakfast Club, and representing the Royal British Legion at civic events.
- Folkestone Cricket Club - has been recognised for their work in becoming an inclusive community club for age, gender and ability. Folkestone Cricket Club also have a thriving junior program and walking cricket project which encourages all ages, genders and abilities to take part in a welcoming and safe environment.

EXCLUSION OF PRESS AND PUBLIC

The remainder of the Agenda classified item 20 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 was debated.

RESOLVED: To exclude the Press and Public for the remainder of the Agenda.

Proposed: Councillor Kieran Leigh

Seconded: Councillor Jackie Meade

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

2232. GRACE HILL LIBRARY BUILDING

The Town Clerk provided members with a verbal update.

RESOLVED: To approve the transfer of £5000 from General Reserves, to be utilised for initial scoping works, in consultation with the Chair of Finance & General Purposes Committee.

Proposed: Councillor Peter Gane

Seconded: Councillor Jackie Meade

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

Councillor Laura Davison moved a vote of thanks for all the hard work conducted so far by Officers and Councillors.

2233. DATE OF THE NEXT MEETING

Annual Statutory Meeting - Tuesday, 5 May 2026 at 7pm

Annual Town Assembly - Tuesday, 12 May 2026 at 7pm

The meeting concluded at 7:45pm.

.....Town Mayor