

Date of Publication: 6 June 2019

AGENDA

Meeting: **Finance and General Purposes Committee**
Date: **Thursday 13 June 2019**
Time: **7.00 p.m.**
Place: **Town Council Offices, The Town Hall, 1-2 Guildhall Street, Folkestone**

To: **The Finance and General Purposes Committee**

YOU ARE HEREBY SUMMONED to attend a meeting of the Finance and General Purposes Committee 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 give notice prior to the meeting to the Town Mayor, the Committee Chairman or the Town Clerk.



J L Childs
Town Clerk

- 1. APOLOGIES FOR ABSENCE**
To receive and approve any apologies for absence.
- 2. APPOINTMENT OF CHAIRMAN**
To appoint a Chairman for the Committee for the 2019/20 Municipal Year.
- 3. APPOINTMENT OF VICE CHAIRMAN**
To appoint a Vice Chairman for the Committee for the 2019/20 Municipal Year.
- 4. DECLARATIONS OF INTERESTS**
To receive any declarations of either personal or prejudicial interests that Members may wish to make.

5. MINUTES

To receive the Minutes of the meeting of the Finance and General Purposes Committee held on 25 April 2019 and to authorise the Chairman of the Committee to sign them as a correct record.

6. SCHEDULE OF PAYMENTS

The attached schedule details payments made between 1 April 2019 and 31 May 2019.

7. BUDGET MONITORING STATEMENT 2019/20

The attached statement sets out details of the Town Council's expenditure/income up to the end of May 2019.

8. INTERNAL AUDITOR'S REPORT

The Internal Auditor's Report for 2018/19 is attached for the Committee's information.

9. REVIEW OF THE TERMS OF REFERENCE

In line with the Town Council's adopted standing orders, the Committee is asked to consider the terms of reference for the Finance and General Purposes Committee. Any changes which the Committee wishes to make must be approved by Full Council at a future meeting. The current version is attached.

10. WORKING GROUPS 2019/20

The Committee is asked to note and approve nominations for the membership of the Folkestone Town Council/Folkestone & Hythe District Council Partnership Working Group for the Municipal Year 2019/20 as set out in the attachment.

11. SECURITY – TOWN HALL

At the Finance and General Purposes Committee meeting of 25 April 2019, several recent security issues in the Town Hall were discussed. Due to concerns for the safety of staff and visitors, a uniformed security presence was being deployed during opening hours and it was recommended that this continues on a permanent basis. It was suggested that a report be prepared for the next meeting, indicating how this could be funded. **Report F/19/250** is attached.

12. TRANSFER OF STEP-SHORT ARCH

The Town Clerk will speak on this matter and the financial implications for the Council. The proposed lease is attached.

13. GOVERNANCE AND ACCOUNTABILITY RISK ASSESSMENT AND INSURANCE REVIEW

Report F/19/251 presents the annual business risk assessment and review of the current insurance arrangements for the Committee's approval.

14. WARD GRANTS

There were no ward grants approved by the Town Clerk from 1 April 2019 to 31 May 2019.

15. WARD GRANT BALANCES 2019/20

For information, the attached shows ward grant balances available to each Councillor as at 31 May 2019.

16. MATTERS AND RESOLUTIONS FROM OTHER COMMITTEES

Community Services Committee - 4 June 2019

The following resolutions were approved at the above meeting:

i) Climate Change - Minute 1047

That Folkestone Town Council wishes to facilitate the reduction of carbon emissions by:

- Committing to becoming a carbon-neutral organisation by 2030.
- Seeking ways to encourage our community to reduce direct and indirect CO2 emissions and to become resilient to climate change.
- Taking active steps, wherever possible to encourage:
 - a) More sustainable transport
 - b) Reductions in energy use in homes and businesses
 - c) Use and development of renewable energy sources
 - d) Production, sale and consumption of locally sourced food
 - e) Any other methods of achieving the aims above
- Requesting that the Finance & General Purposes Committee release £5,000 from the New Services Reserve to support this initiative.

ii) Armed Forces Day - Minute 1050

That the Finance & General Purposes Committee be requested to release funds as required from the New Services Reserve to cover the additional costs of Armed Forces Day, following the recommendations made by the Safety Advisory Group.

17. DATE OF NEXT MEETING

Thursday, 22 August 2019