LOCAL COUNCIL AWARD SCHEME QUALITY GOLD

FOLKESTONE TOWN COUNCIL

Date of Publication: 15 October 2020

AGENDA

Meeting:	**Finance and General Purposes Committee**
Date:	**Thursday 22nd October 2020**
Time:	**6.30 p.m.**
Place:	**Virtual Zoom Meeting [Link](#)**

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

J L Childs
Town Clerk

1. APOLOGIES FOR ABSENCE
To receive and approve any apologies for absence.

2. DECLARATIONS OF INTERESTS
To receive any declarations of either personal or prejudicial interests that Members may wish to make.

3. MINUTES

To receive the Minutes of the meeting of the Finance and General Purposes Committee held on 20th August 2020 and to authorise the Chairman of the Committee to sign them as a correct record.

4. SCHEDULE OF PAYMENTS

The attached schedule details payments made between 1st August 2020 and 30th September 2020.

5. BUDGET MONITORING STATEMENT 2020/21

The attached statement sets out details of the Town Council's expenditure/income up to the 30th September 2020.

6. BANK RECONCILIATION

In line with financial regulations the bank reconciliation statement to 30th September 2020 is attached for information.

7. WARD GRANTS

For information, the attached shows ward grants approved by the Town Clerk between 1st August 2020 and 30th September 2020.

8. WARD GRANT BALANCES 2020/21

For information, the attached shows ward grant balances available to each Councillor as of 30th September 2020.

9. CORONAVIRUS COMMUNITY RESILIENCE GRANTS

For information, the attached shows coronavirus community resilience grants approved to 30th September 2020.

10. REPLACEMENT OF CIVIC VEHICLE – APRIL 2021

Report F/20/273 provides options for the replacement of the Civic Vehicle at the end of its lease.

11. MATTERS AND RESOLUTIONS FROM OTHER COMMITTEES

Grants Committee - 24th September 2020 minute 138. BUDGET 2021/22

RESOLVED: That the Town Grants budget remains at £35,000 for the 2021/22 financial year.
Proposed: Councillor Connor McConville
Seconded: Councillor David Horton
Voting: F:6, Ag:0, Ab:0

12. DATE OF NEXT MEETING

17th December 2020 @ 6.30pm

FOLKESTONE TOWN COUNCIL

MINUTES of the Finance and General Purposes Committee Meeting held virtually by Zoom on Thursday, 20 August 2020 at 6.00 p.m.

PRESENT: Councillors P Bingham, R Field, P Gane, D Jeffrey, N Keen (Chair), M Lawes, C McConville, J Meade and T Prater.

OFFICERS PRESENT: J Childs (Town Clerk) and P Cross (Finance Officer).

1340. APOLOGIES FOR ABSENCE

No apologies were received.

1341. APPOINTMENT OF CHAIRMAN

RESOLVED: That Councillor Nicola Keen be appointed as Chairman for the Finance & General Purposes Committee for the 2020/21 Municipal Year.

Proposed: Councillor Jackie Meade
Seconded: Councillor Mary Lawes
Voting: F:9, Ag:0, Ab:0

1342. APPOINTMENT OF VICE CHAIRMAN

RESOLVED: That Councillor Jackie Meade be appointed as Vice Chairman for the Finance & General Purposes Committee for the 2020/21 Municipal Year.

Proposed: Councillor Nicola Keen
Seconded: Councillor Paul Bingham
Voting: F:9, Ag:0, Ab:0

1343. DECLARATIONS OF INTEREST

There were no declarations of interest.

1344. MINUTES

The Committee was asked to receive and authorise the Minutes of the Finance and General Purposes Committee meeting held on 2nd February 2020.

RESOLVED: That the Minutes of the meeting of the Finance and General Purposes Committee held on 2nd February 2020 be received and signed as a correct record.
Proposed: Councillor Mary Lawes
Seconded: Councillor Jackie Meade
Voting: F:9 Ag:0, Ab:0

1345. REVIEW OF THE TERMS OF REFERENCE
In line with the Town Council's adopted standing orders, the Committee was asked to consider its Terms of Reference.

RESOLVED: That the existing Terms of Reference be re-adopted without any changes.
Proposed: Councillor Paul Bingham
Seconded: Councillor Jackie Meade
Voting: F:9 Ag:0, Ab:0

1346. WORKING GROUPS 2020/21
The Committee was asked to confirm the membership of the Folkestone & Hythe District Council/Folkestone Town Council Working Group for the 2020/21 Municipal Year.

FHDC/FTC Partnership Working Group

RESOLVED: That the FHDC/FTC Partnership Working Group should comprise of the following:
Town Mayor (substitute Deputy Town Mayor)
Immediate Past Mayor
Chairman of Finance & General Purposes Committee (substitute Vice Chair)
Chairman of Grants Committee (substitute Vice Chair)
Chairman of Planning Committee (substitute Vice Chair)
Chairman of Community Services Committee (substitute Vice Chair)
If a member holds more than one Chairmanship, the Vice Chair of the second committee will automatically become the representative.
Proposed: Councillor Nicola Keen
Seconded: Councillor Peter Gane
Voting: F:9, Ag:0, Ab:0

1347. SCHEDULE OF PAYMENTS
The Committee considered the schedule of payments for the period 1st June 2020 and 31st July 2020.

RESOLVED: That the Schedule of Payments for the period 1 June 2020 to 31 July 2020 be approved.
Proposed: Councillor Peter Gane
Seconded: Councillor Jackie Meade
Voting: F:9, Ag:0, Ab:0

1348. BUDGET MONITORING STATEMENT 2020/21

The budget monitoring statement to the 31st July 2020 was received by the Committee.

RESOLVED: That the Budget Monitoring Statement to 31 July 2020 be approved.
Proposed: Councillor Mary Lawes
Seconded: Councillor Paul Bingham
Voting: F:9, Ag:0, Ab:0

1349. WARD GRANTS

A list of ward grants approved by the Town Clerk between 1st June 2020 and 31st July 2020 was provided for the Committee's information and duly noted.

1350. WARD GRANT BALANCES 2020/21

A list of ward grant balances available to each Councillor on the 31st July 2020 was provided for the Committee's information and duly noted.

1351. APPROVAL OF ACCOUNTS 2019/20

The Committee noted that the external auditor, PKF Littlejohn LLP, had approved the Folkestone Town Council Accounts and Annual Return for 2019/20 without qualification. The Committee moved a vote of thanks to the Town Clerk and Finance Officer.

1352. MATTERS AND RESOLUTIONS FROM OTHER COMMITTEES

At its meeting on the 7th July 2020 the Personnel Sub-Committee resolved at minute 482 that a request be made to the Committee to increase the training budget from £600 to £3000 to accommodate 5 trained First Aiders, 5 trained Fire Marshalls and ongoing staff CPD and that a Wellbeing budget of £3000 be established to support a Perkbox Wellbeing & Engagement Package and staff training days within Kent.

RESOLVED: That an additional £2,400 for staff training be made available from the New Services Reserve.
Proposed: Councillor Peter Gane
Seconded: Councillor Mary Lawes
Voting; F:8, Ag:0, Ab:1

RESOLVED: That £3,000 for staff wellbeing be made available from the New Services Reserve.
Proposed: Councillor Peter Gane
Seconded: Councillor Jackie Meade
Voting; F:8, Ag:0, Ab:1

At the Full Council meeting held on the 23rd July 2020, members resolved at minute 1715 that the revised Guide for the Mayoralty be referred to the Finance & General Purposes Committee for further consideration.

RESOLVED: That the revised Guide for the Mayoralty be approved subject to the following amendments:

Para 7 the words '<u>all</u>, (male), and females' be removed.

Proposed: Councillor Peter Gane
Seconded: Councillor Jackie Meade
Voting: F:8, Ag: 0, Ab: 1

At the Full Council held on 23rd July 2020, members resolved at minute 1722 that the Members Attendance Policy be referred to the Finance & General Purposes Committee for further consideration.

RESOLVED: That the Town Clerk shall endeavour to write to a councillor who fails to attend a meeting of the Council or its Committees for a period of four consecutive months without having submitted a valid reason for absence. This is purely a courtesy and not a requirement for which the Town Clerk or her officers can be held accountable for failing to adhere to. It is each individual member's own responsibility for ensuring they attend a meeting or submit a valid reason of absence for approval by an affirmative resolution of the Council, as they are automatically disqualified if they do not attend a meeting of the Council or its Committees for six consecutive months.
Proposed: Councillor Tim Prater
Seconded: Councillor Peter Gane
Voting: F:6, Ag: 2, Ab: 1

RESOLVED: That the Members Attendance Policy be approved.
Proposed: Councillor Peter Gane
Seconded: Councillor Tim Prater
Voting: F:8, Ag: 1, Ab: 0

1353. BUDGET 2021/22 – POTENTIAL GROWTH ITEMS
The Committee was asked to give thought to possible growth items and non-recurring revenue expenditure for the next financial year. It was noted that, where possible, growth items should be offset by savings elsewhere. Councillor Dylan Jeffrey asked that the training and wellbeing budgets agreed be included as growth items.

1354. DATE OF NEXT MEETING
17th December 2020 @ 6.30pm

Chairman…………………………………………………

Date…………………………………………………………

SCHEDULE OF PAYMENTS
01/08/20-30/09/20

Date Paid	Payee Name	Reference	Gross Amount	Transaction Detail
03/08/2020	Castle Water	DD030820	£144.72	Water to OTH Apr-Sep 2020
07/08/2020	Harmer & Sons Ltd	E02700A	£38.40	Grass-Cutting PFR 15/7/20
07/08/2020	Harmer & Sons Ltd	E02700B	£38.40	Grass-Cutting TKL 15/7/20
07/08/2020	Harmer & Sons Ltd	E02700C	£546.00	Qtly Storage Fees
07/08/2020	Nisbets	E02701	£37.72	Plates, Cups & Napkins
07/08/2020	Stem By Stem Ltd	E02702	£252.50	Bouquets/Chaplets
07/08/2020	AA Media Ltd	E02703	£423.12	Visit England Membership
07/08/2020	Shred Station	E02704	£66.00	Confidential Waste Collection
07/08/2020	PKF Littlejohn LLP	E02705	£2,400.00	External Audit 2019/20
07/08/2020	Amazon	E02706	£24.48	Carpet Detergent
07/08/2020	M.E.Winsbury	E02707	£720.00	Repairs to Wall/Fixings OTH
07/08/2020	ADM Computer Services Ltd	E02708	£64.60	MS 365 - Aug 2020
13/08/2020	Fuelgenie	DD130820	£99.00	Fuel re. Civic Vehicle
17/08/2020	Caboodle Office Supplies	E02709A	£90.91	First Aid Materials
17/08/2020	Caboodle Office Supplies	E02709B	£359.54	Mirror & Cleaning Materials
17/08/2020	Kent County Council	E02710	£79.14	Various Items re. Workshops
17/08/2020	ADM Computer Services Ltd	E02711A	£200.06	Mailsafe
17/08/2020	ADM Computer Services Ltd	E02711B	£12.92	VAT adjustment re. E02708
17/08/2020	D.Cowd	E02712	£12.20	Reimb. Travel re. Fire Training
17/08/2020	National Car Parks Ltd	E02713	£1,005.00	Parking Permit to 30/9/21
19/08/2020	Daisy Communications	DD190820	£445.50	Telephone Services - July 2020
19/08/2020	RBS PLC Mentor Services	DD190820	£189.60	HR/H&S Management
20/08/2020	Amazon	E02714A	£10.50	Refuse Sacks
20/08/2020	Amazon	E02714B	£43.66	Surface Wipes
20/08/2020	ADM Computer Services Ltd	E02715A	£2,858.94	IT Services
20/08/2020	ADM Computer Services Ltd	E02715B	£40.68	Power Automate Licence
20/08/2020	Harmer & Sons Ltd	E02716	£72.00	Removal of Fox & Wasp Nest PFR
20/08/2020	A.Moore	E02717	£82.79	Reimb. re. Education Resources
20/08/2020	M.E.Winsbury	E02718	£270.00	Radar Lock/Towel Dispensers
21/08/2020	SSE Hydro-Electric	DD210820	£5.28	Elect to Phone Box - July 2020

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SCHEDULE OF PAYMENTS
01/08/20-30/09/20

24/08/2020	SSE Hydro-Electric	DD240820	£538.16	Electricity OTH - July 2020
24/08/2020	SSE Hydro-Electric	DD240820	£52.35	Gas OTH - July 2020
25/08/2020	HM Revenue & Customs	BP250820A	£8,589.39	PAYE/N.I. - Aug 2020
25/08/2020	KCC re. Kent Pension Fund	BP250820B	£6,887.03	Pension Contribs - Aug 2020
25/08/2020	Standard Life Assurance Co.	BP250820C	£750.00	AVC Pension - Aug 2020
25/08/2020	HM Courts & Tribunals Service	BP250820D	£90.00	Salary Ded'n re. Court Order
25/08/2020	Various	BP250820	£20,288.76	Salaries - Aug 2020
25/08/2020	Leppard Cleaning	SO250820	£653.00	Office Cleaning - Aug 2020
28/08/2020	Amazon	E02719A	£15.90	3 x Hi Vis Waistcoats
28/08/2020	Amazon	E02719B	£10.75	Notebook
28/08/2020	Amazon	E02719C	£14.98	ID Theft Stamp Kit
28/08/2020	Amazon	E02719D	£38.75	2nd Class Stamps
28/08/2020	Amazon	E02719E	£40.90	1st Class Stamps
28/08/2020	Harmer & Sons Ltd	E02720	£144.00	Secure Fallen Xmas Lights
28/08/2020	St John Ambulance	E02721	£330.00	Fire Marshal Training
28/08/2020	A.Moore	E02722	£14.48	Reimb. Education Resources
28/08/2020	P.Cross	E02723	£20.92	Reimb. 2 x Printer Cartridges
28/08/2020	Porchlight	E02724	£25.00	Sponsorship KCC Walk
28/08/2020	ClearView Communications Ltd	E02725	£396.72	Replace CCTV Links
28/08/2020	SLCC Enterprises Ltd	E02726	£30.00	SLCC Virtual Conference
28/08/2020	Veolia ES (UK) Ltd	DD280820	£61.07	Waste Collection - Jul 2020
01/09/2020	Kent Door Services	E02727	£3,252.00	Rear Shutters OTH
01/09/2020	Zebra Print Management Ltd	E02728	£378.00	Museum Workshop Booklets
01/09/2020	Just Signs	E02729	£207.50	Museum Signage
03/09/2020	Seymour Harrison	E02730	£674.90	Camera & Tripod
03/09/2020	Kent Ass. of Local Councils	E02731	£60.00	KALC Clerks' Conference
03/09/2020	Incredible Edible	E02732	£200.00	2 x Ward Grants 27/8/20
03/09/2020	Folk Fishing & Heritage	E02733	£200.00	Ward Grant 1/9/20
03/09/2020	ICS Cool Energy Ltd	E02734	£840.00	Temp. Control System Contract
03/09/2020	Ian Evans (Rhino)	E02735	£110.00	PAT Testing OTH
03/09/2020	Edgar's Water	E02736A	£74.15	Qtly Rental Water Cooler

SCHEDULE OF PAYMENTS
01/08/20-30/09/20

03/09/2020	Edgar's Water	E02736B	£99.00	Qtly Rental Water Boiler
04/09/2020	Ofcom	E02737	£50.00	Ofcom CCTV Licence
04/09/2020	Harmer & Sons Ltd	E02738A	£38.40	Grass-Cutting PFR 5/8/20
04/09/2020	Harmer & Sons Ltd	E02738B	£38.40	Grass-Cutting TKL 5/8/20
04/09/2020	Shred Station	E02739	£66.00	Confidential Waste Collection
04/09/2020	European Postal Systems Ltd	E02740	£300.00	Franking Machine Service Contract
14/09/2020	Ancient Arts Ltd	E02741	£140.00	Prehistoric Quern Kit
14/09/2020	Kingfisher Media	E02742	£1,890.00	Kent Hotels Advert 2020 & 2021
14/09/2020	ESE Direct Ltd	E02743	£1,072.44	1,000kg Road Salt
14/09/2020	Harmer & Sons Ltd	E02744	£138.00	Flagpole Repairs Gdn of Rem.
14/09/2020	ADM Computer Services Ltd	E02745	£718.80	Server Maintenance
14/09/2020	Payroll Service (UK) Ltd	E02746	£52.50	Payroll Services Jul-Sep 2020
14/09/2020	D.Cowd	E02747	£59.49	Various Reimbursements
14/09/2020	E.Timmins	E02748	£19.99	Reimb. Keyboard
17/09/2020	Daisy Communications	DD170920	£447.96	Telephone Services - Aug 2020
17/09/2020	RBS PLC Mentor Services	DD170920	£189.60	HR/Health & Safety Mgt
24/09/2020	G.Coppins	E02749	£45.80	Compensation re. Damage P13 PFR
24/09/2020	Folkestone Fixings	E02750	£372.64	Carcassing re. PFR
24/09/2020	Orbit Folkestone Ltd	E02751	£1,050.00	School Learning Web Pages
24/09/2020	ESE Direct Ltd	E02752	£1,384.34	13 x Salt Bins
24/09/2020	ADM Computer Services Ltd	E02753	£894.00	ICT Security Training/Testing
24/09/2020	Martin Crowther	E02754A	£336.27	Purchase of Artefacts
24/09/2020	Martin Crowther	E02754B	£525.00	Heritage Consultancy
24/09/2020	Harmer & Sons Ltd	E02755A	£264.00	Christmas Lights Maintenance
24/09/2020	Harmer & Sons Ltd	E02755B	£66.00	Repairs to Raised Beds PFR
24/09/2020	Amazon	E02756	£162.00	Camera Software
24/09/2020	Smartwater Technology Ltd	E02757	£198.00	Smartwater Security Renewal
24/09/2020	Seated Furniture	E02758A	£133.80	Reception Screen
24/09/2020	Seated Furniture	E02758B	£99.00	Monitor Arm
24/09/2020	Seated Furniture	E02758C	£536.58	Cabinets/Lockers
24/09/2020	Ashford BC Collection Account	E02759	£7,500.00	CCTV Monitoring Jul-Sep 2020

SCHEDULE OF PAYMENTS
01/08/20-30/09/20

24/09/2020	Kent County Council	E02760	£8.83	Mini Gem Stones
24/09/2020	Medway Council	E02761	£30.00	Medway Opera Night 2/10/20
24/09/2020	D.Cowd	E02762	£13.94	Various Reimbursements
25/09/2020	HM Revenue & Customs	BP250920A	£7,963.06	PAYE/N.I. - Sep 2020
25/09/2020	KCC re. Kent Pension Fund	BP250920B	£6,458.10	Pension Contrib. - Sep 2020
25/09/2020	Standard Life Assurance Co.	BP250920C	£750.00	AVC Pension - Sep 2020
25/09/2020	HM Courts & Tribunals Service	BP250920D	£90.00	Salary Ded'n re. Court Order
25/09/2020	Salvation Army	CG0018	£500.00	Community Grant
25/09/2020	Various	BP250920	£19,379.79	Salaries - September 2020
25/09/2020	Leppard Cleaning	SO250920	£653.00	Office Cleaning - Sep 2020
28/09/2020	Veolia ES (UK) Ltd	DD280920	£97.58	Waste Collection - Aug 2020
28/09/2020	SSE Hydro-Electric	DD280920	£4.95	Electricity to Phone Box - Aug 2020
29/09/2020	Public Works Loans Board	DD290920	£19,650.70	Loan Repayment
30/09/2020	Commercial Services Kent Ltd	E02763	£3,579.28	Vehicle Lease 2020/21
30/09/2020	Seated Furniture	E02764	£320.38	2 x Sneeze Screens
30/09/2020	IMOS Foundation	E02765	£1,250.00	Town Grant 24/9/20
30/09/2020	Folk Volleyball Club	E02766	£420.00	Town Grant 24/9/20
30/09/2020	Elizabeth Bate (LAS Theatre)	E02767	£999.00	Town Grant 24/9/20
30/09/2020	Sparked Echo CIC	E02768	£900.00	Town Grant 24/9/20
30/09/2020	Folkestone Fringe	E02769	£2,500.00	Town Grant 24/9/20
30/09/2020	Urban Room Folkestone	E02770	£925.00	Town Grant 24/9/20
30/09/2020	Origins	E02771	£2,500.00	Town Grant 24/9/20
30/09/2020	Museums Association	E02772	£205.00	Museums Association Annual Fee
30/09/2020	DEOS Group	E02773	£300.00	Foot Pedal Sanitiser
30/09/2020	Global Payments	TR300920	£3.15	Card Receipt Fees to Sep 2020

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2020/2021

CODE		*ACTUALS* 2019/2020	ORIGINAL BUDGET 2020/2021	VIREMENTS 2020/2021	REVISED BUDGET 2020/2021	ACTUALS TO 30 SEP 2020/2021	BUDGET TO 30 SEP 2020/2021	VARIANCE TO 30 SEP 2020/2021	TOTAL BUDGET REMAINING 2020/2021	% OF BUDGET TO DATE 2020/2021	INC/EXP TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)
		£	£	£	£	£	£	£	£	%		
101	***ADMINISTRATION***											
4001	SALARIES, PENSIONS & NI	373,785	414,500		414,500	205,022	207,250	-2,228	209,478	49		
4004	STAFF WELLBEING (£3,000 from New Servs Res.)	0	0		0	0	0	0	0	0		
4005	AGENCY STAFF	8,471	1,000		1,000	0	500	-500	1,000	0		
4006	TRAINING (Staff) (£2,400 from New Servs Res.)	5,421	2,500	-1,900	600	453	300	153	147	76		
4008	RELOCATION COSTS	0	0		0	0	0	0	0	0		
4009	ADVERTISING FOR STAFF	0	0		0	0	0	0	0	0		
4010	EQUIPMENT/FURNITURE NEW	295	2,000		2,000	1,687	1,000	687	313	84		
4012	INTERVIEW EXPENSES	0	0		0	0	0	0	0	0		
4013	BANK CHARGES	332	500		500	55	250	-195	445	11		
4014	HR/H&S MANAGEMENT FEES	0	0	1,900	1,900	948	950	-2	952	50		
4021	PRINTING	199	500		500	0	250	-250	500	0		
4022	STATIONERY	1,089	1,000		1,000	85	500	-415	915	9		
4024	PHOTOCOPYING	2,235	1,600		1,600	254	800	-546	1,346	16		
4025	POSTAGE	1,444	1,800		1,800	323	900	-577	1,477	18		
4026	TELECOMMUNICATION SERVICES	5,222	4,000		4,000	1,753	2,000	-247	2,247	44		
4060	ICT SUPPORT	18,768	12,500		12,500	7,136	6,250	886	5,364	57		
4070	MISCELLANEOUS SUBSCRIPTIONS	366	330		330	220	220	0	110	67		
4071	CINQUE PORT FEDERATION SUB	320	330		330	0	0	0	330	0		
4072	SOCIETY OF LOCAL COUNCIL CLERKS	506	520		520	483	520	-37	37	93		
4073	KENT ASSOC. OF LOCAL COUNCILS	2,008	2,060		2,060	2,246	2,060	186	-186	109		
4080	PUBLIC TRANSPORT & CAR PARKS	304	250		250	12	125	-113	238	5		
4103	SUBSISTENCE ALLOWANCES	132	200		200	0	100	-100	200	0		
4104	CAR ALLOWANCES (Staff)	1,258	1,600		1,600	619	800	-181	981	39		
4105	CAR ALLOWANCES (Volunteers)	0	50		50	0	25	-25	50	0		
4712	ACCOUNTANCY SUPPORT	521	570		570	397	400	-3	173	70		
4720	TO ALLOTMENTS ADMINISTRATION (4503)	-4,130	-4,100		-4,100	-2,050	-2,050	0	-2,050	50		
	TOTAL ADMIN. EXPENDITURE	**418,546**	**443,710**	**0**	**443,710**	**219,643**	**223,150**	**-3,507**	**224,067**	50		
1190	INVESTMENT INTEREST	-2,477	-3,000		-3,000	-89	-1,500	1,411	-2,911	3		
1199	OTHER INCOME	0	0		0	0	0	0	0	0		
	TOTAL ADMIN. INCOME	**-2,477**	**-3,000**	**0**	**-3,000**	**-89**	-3,000	**1,411**	**-2,911**	3		
	NET ADMIN. EXPENDITURE/INCOME	**416,069**	**440,710**	**0**	**440,710**	**219,554**	**220,150**	**-2,096**	**221,156**	50		
102	***DEMOCRATIC COSTS***											
4007	TRAINING/CONFERENCE EXPS (Cllrs.)	590	500		500	75	250	-175	425	15		
4081	CAR ALLOWANCES (Cllrs)	0	100		100	0	50	-50	100	0		
4950	FTC REF/ELECTION FEES	39,665	0		0	0	0	0	0	0		
4951	FOLK TC REF/ELECTIONS (TO RESERVE)	10,200	10,200		10,200	0	0	0	10,200	0		
	TOTAL DEMOCRATIC COSTS EXP.	**50,455**	**10,800**	**0**	**10,800**	**75**	**300**	**-225**	**10,725**	1		

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2020/2021

CODE		ACTUALS 2019/2020	ORIGINAL BUDGET 2020/2021	VIREMENTS 2020/2021	REVISED BUDGET 2020/2021	ACTUALS TO 30 SEP 2020/2021	BUDGET TO 30 SEP 2020/2021	VARIANCE TO 30 SEP 2020/2021	TOTAL BUDGET REMAINING 2020/2021	% OF BUDGET TO DATE 2020/2021	INC/EXP TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)
103	***MAYORALTY***											
4011	CLOTHING & UNIFORMS	31	600		600	0	300	-300	600	0		
4170	REGALIA - NEW	765	1,000		1,000	12	500	-488	988	1		
4171	REGALIA - REPAIR & MAINT.	1,907	400		400	22	200	-178	378	6		
4180	MAYOR'S INSTALLATION (Annual Meeting)	744	1,100		1,100	0	1,100	-1,100	1,100	0		
4181	REMEMBRANCE SUNDAY	2,601	2,300		2,300	0	0	0	2,300	0		
4182	CANADA DAY	2,466	2,550		2,550	1,085	2,550	-1,465	1,465	43		
4183	WILLIAM HARVEY COMMEMORATION	465	650		650	105	650	-545	545	16		
4184	HOLOCAUST DAY	198	320		320	0	0	0	320	0		
4185	CINQUE PORT WARDEN	0	100		100	0	50	-50	100	0		
4249	COVER FOR CIVIC DRIVER	752	500		500	0	250	-250	500	0		
4250	FUEL FOR CIVIC VEHICLE	368	500		500	250	250	0	250	50		
4251	MTCE/SERVICE/REPAIRS - EXTERNAL	18	150		150	0	75	-75	150	0		
4252	CAR INSURANCE	500	500		500	0	250	-250	500	0		
4253	CIVIC VEHICLE - GEN. CONTRIBS.	2,983	3,000		3,000	2,983	3,000	-17	17	99		
4255	MAYOR'S EXPENSES MAY-MAR	4,791	5,490		5,490	194	2,745	-2,551	5,296	4		
4256	MAYOR'S EXPENSES APR-MAY	377	1,100		1,100	138	550	-412	962	13		
4257	FOLK/ETAPLES REMEMBRANCE EVENTS	0	0		0	0	0	0	0	0		
4258	MISCELLANEOUS EVENTS (MAYORALTY)	0	0		0	0	0	0	0	0		
4259	ARMED FORCES DAY (see 4298-301)	72,996	0		0	0	0	0	0	0		
4260	BURMA STAR (VJ DAY)	300	530		530	0	0	0	530	0		
4261	NORMANDY VETERANS	266	320		320	0	0	0	320	0		
	TOTAL MAYORALTY EXPENDITURE	**92,528**	**21,110**	**0**	**21,110**	**4,789**	**12,470**	**-7,681**	**16,321**	23		
1005	OTHER INCOME (MAYORALTY)	-30,113	0		0	0	0	0	0	0		
	TOTAL MAYORALTY INCOME	**-30,113**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	0		
	NET MAYORALTY EXPENDITURE/INCOME	**62,415**	**21,110**	**0**	**21,110**	**4,789**	**12,470**	**-7,681**	**16,321**	23		

013

CODE	FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2020/2021	*ACTUALS* 2019/2020	ORIGINAL BUDGET 2020/2021	VIREMENTS 2020/2021	REVISED BUDGET 2020/2021	ACTUALS TO 30 SEP 2020/2021	BUDGET TO 30 SEP 2020/2021	VARIANCE TO 30 SEP 2020/2021	TOTAL BUDGET REMAINING 2020/2021	% OF BUDGET TO DATE 2020/2021	INC/EXP TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)
201	***PREMISES***											
4501	BUILDING REPS/MAINT	11,604	14,000		14,000	2,880	7,000	-4,120	11,120	21		
4509	CLEANING	8,106	9,000		9,000	3,918	4,500	-582	5,082	44		
4601	RENT	0	0		0	0	0	0	0	0		
4602	RATES	20,990	21,500		21,500	21,332	21,500	-168	168	99		
4603	PWLB CAPITAL REPAYMENTS	22,408	22,140		22,140	11,612	11,610	2	10,528	52		
4604	PWLB INTEREST REPAYMENTS	16,894	17,160		17,160	8,039	8,040	-1	9,121	47		
4615	SERVICES, HEATING & LIGHTING	11,259	9,200		9,200	2,198	4,600	-2,402	7,002	24		
4616	MOVING COSTS	0	0		0	0	0	0	0	0		
4617	SUNDRIES	1,918	2,500		2,500	1,847	1,250	597	653	74		
4620	HIRE OF FACILITIES (inc. Garage)	6,361	6,900		6,900	1,747	3,450	-1,703	5,153	25		
4629	FLOOD RELATED EXPENDITURE	3,903	0		0	0	0	0	0	0		
	TOTAL PREMISES EXPENDITURE	**103,443**	**102,400**	**0**	**102,400**	**53,573**	**61,950**	**-8,377**	**48,827**	52		
1010	RENTAL INCOME	-16,522	-15,660		-15,660	0	-7,830	7,830	-15,660	0		
1011	OTHER INCOME (PREMISES)	-3,000	0		0	-208	0	-208	208	0		
1020	PWLB INCOME	0	0		0	0	0	0	0	0		
	TOTAL PREMISES INCOME	**-19,522**	**-15,660**	**0**	**-15,660**	**-208**	**-7,830**	**7,622**	**-15,452**	1		
	NET PREMISES EXPENDITURE/INCOME	**83,921**	**86,740**	**0**	**86,740**	**53,365**	**54,120**	**-755**	**33,375**	62		
301	***SERVICES***											
4030	NEWSLETTERS	0	0		0	0	0	0	0	0		
4031	MISCELLANEOUS INSURANCES (inc. Heritage)	9,711	9,800		9,800	10,530	9,800	730	-730	107		
4503	ALLOTMENTS - ADMINISTRATION	4,130	4,100		4,100	2,050	2,050	0	2,050	50		
4504	ALLOTMENTS - PFR MAINTENANCE	2,065	3,000		3,000	1,303	1,500	-197	1,697	43		
4505	ALLOTMENTS - TKL MAINTENANCE	2,255	3,000		3,000	613	1,500	-887	2,387	20		
4840	MAINTENANCE OF BEACON	25	250		250	720	125	595	-470	288		
4850	LOCAL PROJECTS	3,545	4,000		4,000	0	2,000	-2,000	4,000	0		
4851	NOTICE BOARDS	0	1,000		1,000	0	500	-500	1,000	0		
4852	BUS SHELTERS	7,888	0		0	0	0	0	0	0		
4874	COMMUNITY RESILIENCE FUND	0	0	10,000	10,000	8,685	8,700	-15	1,315	87		
4875	WARD GRANTS	20,432	19,800		19,800	4,075	9,900	-5,825	15,725	21		
4876	TOWN GRANTS	35,000	35,000	-10,000	25,000	12,244	12,500	-256	12,756	49		
4878	PARKS, GARDENS & RECS - FLOWERBEDS	37,296	32,500		32,500	0	0	0	32,500	0		
4879	CHRISTMAS LIGHTING	37,340	51,000		51,000	520	520	0	50,480	1		
4880	CHRISTMAS FESTIVITIES	19,680	12,000		12,000	32	0	32	11,968	0	-32	499
4881	YOUTH FACILITIES	5,964	11,600		11,600	0	5,800	-5,800	11,600	0		
4884	PARKS, GARDENS & RECS - TREES	19,053	15,000		15,000	0	0	0	15,000	0		
4885	PARKS, GARDENS & RECS - PLAY AREAS	0	0		0	1,750	0	1,750	-1,750	0		
4890	PARK BENCHES	0	200		200	0	100	-100	200	0		
4891	LITTER/SALT BINS, BOLLARDS & RAILINGS	0	3,000		3,000	2,047	1,500	547	953	68		
4895	TOURIST INFORMATION	3,849	10,000		10,000	7,307	5,000	2,307	2,693	73		
4900	MAINTENANCE OF PUBLIC CLOCKS	785	500		500	0	250	-250	500	0		
4901	MAINTENANCE OF MEMORIALS	2,828	2,500		2,500	150	1,250	-1,100	2,350	6		
4903	TELEPHONE BOX	57	100		100	24	50	-26	76	24		
4904	CCTV MONITORING	25,000	25,500		25,500	12,500	12,750	-250	13,000	49		
4905	CCTV MAINTENANCE	42,818	15,000		15,000	441	7,500	-7,059	14,559	3		
4998	AIR SHOW/ARMED FORCES' DAY	0	22,800		22,800	0	0	0	22,800	0		
4999	CONTINGENCY	2,040	3,000		3,000	29	1,500	-1,471	2,971	1		
	TOTAL SERVICES EXPENDITURE	**281,761**	**284,650**	**0**	**284,650**	**65,020**	**84,795**	**-19,775**	**219,630**	23		

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2020/2021

CODE		*ACTUALS* 2019/2020	ORIGINAL BUDGET 2020/2021	VIREMENTS 2020/2021	REVISED BUDGET 2020/2021	ACTUALS TO 30 SEP 2020/2021	BUDGET TO 30 SEP 2020/2021	VARIANCE TO 30 SEP 2020/2021	TOTAL BUDGET REMAINING 2020/2021	% OF BUDGET TO DATE 2020/2021	INC/EXP TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)
1002	ALLOTMENT RENTS PFR	-4,943	-5,000		-5,000	-4,473	-4,480	7	-527	89		
1003	ALLOTMENT RENTS TKL	-4,857	-4,800		-4,800	-4,450	-4,450	0	-350	93		
1004	OTHER INCOME (SERVICES)	-13,684	0		0	-22,861	0	-22,861	22,861	0	22,011	406
	TOTAL SERVICES INCOME	**-23,484**	**-9,800**	**0**	**-9,800**	**-31,784**	**-8,930**	**-22,854**	**21,984**	324		
	NET SERVICES EXPENDITURE/INCOME	**258,277**	**274,850**	**0**	**274,850**	**33,236**	**75,865**	**-42,629**	**241,614**	12		
401	***FEES***											
4713	CONSULTANTS FEES	11,790	0		0	0	0	0	0	0		
4714	EXTERNAL AUDIT FEES	1,600	2,000		2,000	2,000	2,000	0	0	100		
4715	INTERNAL AUDIT FEES	1,307	1,500		1,500	877	880	-3	623	58		
4716	LEGAL FEES	0	0		0	0	0	0	0	0		
4717	CARD RECEIPTS FEES	835	940		940	3	470	-467	937	0		
4718	SECURITY - TOWN HALL (£12,900 from Reserve)	19,035	10,000		10,000	0	5,000	-5,000	10,000	0		
	TOTAL FEES	**34,567**	**14,440**	**0**	**14,440**	**2,880**	**8,350**	**-5,470**	**11,560**	20		
402	***MUSEUM/HERITAGE***											
5006	M/H TRAINING	284	700		700	0	350	-350	700	0		
5007	M/H SUBSCRIPTIONS	139	450		450	196	225	-29	254	44		
5009	M/H ADVERTISING FOR STAFF	648	0		0	0	0	0	0	0		
5010	M/H EQUIPMENT/FURNITURE	3,931	400		400	1,394	200	1,194	-994	349		
5011	M/H EXHIBIT REPAIRS	0	200		200	0	100	-100	200	0		
5012	M/H HISTORIC COSTUMES	2,163	250		250	0	125	-125	250	0		
5013	M/H NEW EXHIBITS	550	0		0	1,204	0	1,204	-1,204	0		
5030	M/H MATERIALS	242	1,500		1,500	363	750	-387	1,137	24		
5031	M/H PUBLICITY & PROMOTION	1,241	1,000		1,000	2	500	-498	998	0		
5032	M/H EVALUATION/PRESS COVERAGE	0	500		500	0	250	-250	500	0		
5033	M/H LEAFLETS/PUBLICATIONS	132	1,000		1,000	1,200	500	700	-200	120		
5035	M/H MERCHANDISE	2,602	2,000		2,000	0	1,000	-1,000	2,000	0		
5040	M/H SERVICES	10,928	1,500		1,500	4,070	750	3,320	-2,570	271		
5041	M/H EVENTS	5,050	5,000		5,000	0	2,500	-2,500	5,000	0		
5042	M/H EXHIBITIONS	1,203	4,000		4,000	75	2,000	-1,925	3,925	2		
5043	M/H EDUCATION RESOURCES	6,099	500		500	2,861	250	2,611	-2,361	572		
5044	M/H WORKSHOPS	4,351	4,000		4,000	65	2,000	-1,935	3,935	2		
5070	M/H VOLUNTEERS EXPENSES	36	0		0	0	0	0	0	0		
5090	M/H HOSPITALITY	39	500		500	0	250	-250	500	0		
5091	M/H PROFESSIONAL FEES	52,323	6,000		6,000	32,136	3,000	29,136	-26,136	536		
5092	MUSEUM ASSN. PROJECT	0	0		0	0	0	0	0	0		
5099	CONT. TO MUSEUM/HERITAGE RESERVE	0	0		0	0	0	0	0	0		

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2020/2021

CODE		*ACTUALS* 2019/2020	ORIGINAL BUDGET 2020/2021	VIREMENTS 2020/2021	REVISED BUDGET 2020/2021	ACTUALS TO 30 SEP 2020/2021	BUDGET TO 30 SEP 2020/2021	VARIANCE TO 30 SEP 2020/2021	TOTAL BUDGET REMAINING 2020/2021	% OF BUDGET TO DATE 2020/2021	INC/EXP TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)
	New Building Work:											
6001	M/H SUBSTRUCTURE	0	0		0	0	0	0	0	0		
6002	M/H SUPERSTRUCTURE	0	0		0	0	0	0	0	0		
6003	M/H INTERNAL FINISHES	0	0		0	0	0	0	0	0		
6004	M/H SERVICES, HEATING & LIGHTING	675	0		0	0	0	0	0	0		
6005	M/H EXTERNAL WORKS	0	0		0	0	0	0	0	0		
6006	M/H FACILITATING WORKS	0	0		0	0	0	0	0	0		
6007	M/H GENERAL FITTINGS/FURNISHING	4,150	0		0	0	0	0	0	0		
6008	M/H MAIN CONTRACTORS' PRELIMS. (15%)	0	0		0	0	0	0	0	0		
	Other Capital Work:											
6010	M/H FIT OUT & DISPLAYS	0	0		0	0	0	0	0	0		
6011	M/H FIT OUT PRELIMS. (15%)	0	0		0	0	0	0	0	0		
6012	M/H WEBSITE / APP/ IT	2,280	0		0	0	0	0	0	0		
	Equipment & Materials:											
6020	M/H FOLK COLL'N CONSERVATION	0	0		0	0	0	0	0	0		
6021	M/H MASTERS COLL'N CONSERVATION	0	0		0	0	0	0	0	0		
6023	M/H CATERING EQUIPMENT	0	0		0	0	0	0	0	0		
	Professional Fees											
6030	M/H MUSEUM EXHIBIT DESIGN FEES	0	0		0	0	0	0	0	0		
6031	M/H CDM-C	0	0		0	0	0	0	0	0		
6032	M/H STRUCTURAL ENGINEER	570	0		0	0	0	0	0	0		
6033	M/H M&E ENGINEER	0	0		0	0	0	0	0	0		
6034	M/H QUANTITY SURVEYOR	0	0		0	0	0	0	0	0		
6035	M/H PROJECT MANAGER	0	0		0	0	0	0	0	0		
6036	M/H ARCHITECT/BUILDING SURVEYOR	0	0		0	0	0	0	0	0		
6037	M/H PROFESSIONAL FEES (NEW WORKS)	0	0		0	0	0	0	0	0		
6038	M/H CONTINGENCY	0	0		0	0	0	0	0	0		
6039	M/H INFLATION	0	0		0	0	0	0	0	0		
		0	0		0	0	0	0	0	0		
		0	0		0	0	0	0	0	0		
	TOTAL MUSEUM/HERITAGE EXPENDITURE	**99,636**	**29,500**	**0**	**29,500**	**43,566**	**14,750**	**28,816**	**-14,066**	148		

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2020/2021

CODE		ACTUALS 2019/2020	ORIGINAL BUDGET 2020/2021	VIREMENTS 2020/2021	REVISED BUDGET 2020/2021	ACTUALS TO 30 SEP 2020/2021	BUDGET TO 30 SEP 2020/2021	VARIANCE TO 30 SEP 2020/2021	TOTAL BUDGET REMAINING 2020/2021	% OF BUDGET TO DATE 2020/2021	INC/EXP TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)
1030	M/H INCOME	-5,228	-500		-500	-2,030	-250	-1,780	1,530	406	2,000	362
1031	M/H KCC CASH CONTRIBUTION HERITAGE	0	0		0	0	0	0	0	0		
1032	M/H SDC CASH CONTRIBUTION TOURISM	0	0		0	0	0	0	0	0		
1033	M/H HLF GRANT	-99,867	0		0	-117,008	0	-117,008	117,008	0	66,940	362
1034	M/H TRANSFERS FROM RESERVE	-14,100	0		0	0	0	0	0	0		
1035	M/H RETAIL SALES	-1,751	-3,000		-3,000	-60	-1,500	1,440	-2,940	2		
1036	M/H DONATIONS	-707	-700		-700	0	-350	350	-700	0		
	TOTAL MUSEUM/HERITAGE INCOME	**-121,653**	**-4,200**	**0**	**-4,200**	**-119,098**	**-2,100**	**-116,998**	**114,898**	2,836		
	NET MUSEUM/HERITAGE EXP/INCOME	**-22,017**	**25,300**	**0**	**25,300**	**-75,532**	**12,650**	**-88,182**	**100,832**	-299		
	SUMMARY											
	TOTAL EXPENDITURE	**1,080,936**	**906,610**	**0**	**906,610**	**389,546**	**405,765**	**-16,219**	**517,064**	43		
	TOTAL INCOME	**-197,249**	**-32,660**	**0**	**-32,660**	**-151,179**	**-21,860**	**-130,819**	**118,519**	463		
	NET TOTAL	**883,687**	**873,950**	**0**	**873,950**	**238,367**	**383,905**	**-147,038**	**635,583**	27		
1176	**PRECEPT**	-807,860	-873,950		-873,950	-436,975	-436,975	0	-436,975	50		
	TRANSFER TO / (FROM) RESERVES	-60,412				90,919		90,919	-90,919	0	90,919	TOTAL
	NET (SURPLUS) / DEFICIT	**15,415**	**0**	**0**	**0**	**-107,689**	**-53,070**	**-56,119**	**107,689**	0		
7001	**TRANSFER TO RESERVES**											
	Summary of Revenue Account:	***Budget***	***Exp***	***Inc***	***Net***	***To/(From) Reserves***		***Total Net Exp/(Inc)***				
	ADMINISTRATION	***440,710***	**219,643**	**-89**	**219,554**	**0**		**219,554**				
	DEMOCRATIC COSTS	***10,800***	**75**	**0**	**75**	**0**		**75**				
	MAYORALTY	***21,110***	**4,789**	**0**	**4,789**	**0**		**4,789**				
	PREMISES	***86,740***	**53,573**	**-208**	**53,365**	**0**		**53,365**				
	SERVICES	***274,850***	**65,020**	**-31,784**	**33,236**	**21,979**		**55,215**				
	FEES	***14,440***	**2,880**	**0**	**2,880**	**0**		**2,880**				
	MUSEUM/HERITAGE	***25,300***	**43,566**	**-119,098**	**-75,532**	**68,940**		**-6,592**				
	PRECEPT	***-873,950***	**0**	**-436,975**	**-436,975**			**-436,975**				
	TOTAL	***0***	**389,546**	**-588,154**	**-198,608**	**90,919**		**-107,689**				

RESERVES & PROVISIONS AT 30 SEPTEMBER 2020			
		BALANCE	BALANCE
CODE		AT 1/4/20	AT 30/9/20
		£	£
310	GENERAL FUND	114,664	114,664
340	NEW SERVICES RESERVE	99,240	99,240
350	TREE PLANTING RESERVE	0	0
362	MUSEUM/HERITAGE RESERVE	220,564	289,504
363	TOURISM RESERVE	4,735	4,735
365	BUS SHELTERS	9,000	9,000
383	WARD GRANTS RESERVE	9,792	9,792
385	TOWN GRANTS RESERVE	1,096	1,096
386	FTC ELECTIONS	0	0
387	ARMED FORCES' DAY RESERVE	0	0
390	SALT BINS	6,313	7,763
391	FLOWERBEDS	0	0
392	LEAS FLOWER POWER	0	0
393	ANTI-LITTER CAMPAIGN	2,000	2,000
403	CCTV EQUIPMENT/MAINTENANCE	19,657	19,657
404	CHRISTMAS EVENT (FTC)	0	0
405	CHRISTMAS EVENT (CHERITON)	3,367	3,367
406	NEIGHBOURHOOD FUND	0	22,011
499	PROVISION FOR OUTSTANDING INVOICES	5,166	5,134
TOTAL		**495,594**	**587,963**

Bank Reconciliation Statement as at 30/09/2020
for Cashbook 1 - Current Bank Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
HSBC Current Account	30/09/2020	412	76,359.38
			76,359.38

Unpresented Cheques (Minus)			Amount	
17/12/2019	104795	East Kent College	80.00	
				80.00
				76,279.38

Receipts not Banked/Cleared (Plus)		
	0.00	
		0.00
		76,279.38

Balance per Cash Book is :-	**76,279.38**
Difference is :-	**0.00**

APPROVED WARD GRANTS
01/08/20-30/09/20

DATE APPROVED	RECIPIENT	PURPOSE	WARD CLLR	POWER	AMOUNT AWARDED
27/08/2020	Incredible Edible Cheriton & Broadmead	Planter Project, Cheriton High Street	A.Akuffo-Kelly	LGA 72, Sec 133	£100.00
27/08/2020	Folkestone Town Council	Salt Bins	B.Walker	Highways Act 1980, Secs 43 & 50	£100.00
27/08/2020	Folkestone Town Council	Salt Bins	C.McConville	Highways Act 1980, Secs 43 & 50	£100.00
27/08/2020	Folkestone Town Council	Salt Bins	J.Graham	Highways Act 1980, Secs 43 & 50	£200.00
27/08/2020	Incredible Edible Cheriton & Broadmead	Planter Project, Cheriton High Street	J.Graham	LGA 72, Sec 133	£100.00
27/08/2020	Folkestone Town Council	Salt Bins	J.Meade	Highways Act 1980, Secs 43 & 50	£100.00
27/08/2020	Folkestone Town Council	Salt Bins	M.Keutenius	Highways Act 1980, Secs 43 & 50	£100.00
27/08/2020	Folkestone Town Council	Salt Bins	M.Lawes	Highways Act 1980, Secs 43 & 50	£100.00
27/08/2020	Folkestone Town Council	Salt Bins	N.Keen	Highways Act 1980, Secs 43 & 50	£300.00
27/08/2020	Folkestone Town Council	Salt Bins	P.Bingham	Highways Act 1980, Secs 43 & 50	£150.00
27/08/2020	Folkestone Town Council	Salt Bins	P.Gane	Highways Act 1980, Secs 43 & 50	£100.00
27/08/2020	Folkestone Town Council	Salt Bins	R.West	Highways Act 1980, Secs 43 & 50	£100.00
01/09/2020	Folkestone Fishing and Heritage Group	Folkestone Fishing History Project	M.Lawes	LGA 72, Sec 145	£200.00

SUMMARY

NAME	WARD	BALANCE AT START (INC. B/F FROM PREV. YEAR)	AMOUNT GRANTED TO DATE	AMOUNT LEFT TO GRANT AT 30/9/20
ABENA AKUFFO-KELLY	Folkestone Central	£1,463.00	£100.00	£1,363.00
ANN BERRY	Folkestone Broadmead	£902.00	£100.00	£802.00
PAUL BINGHAM	Cheriton West	£1,546.00	£500.00	£1,046.00
DAN BROOK	Folkestone Central	£2,313.00	£0.00	£2,313.00
MICHELLE KEUTENIUS	East Folkestone	£1,706.00	£300.00	£1,406.00
RAY FIELD	Folkestone Harbour	£1,737.00	£75.00	£1,662.00
PETER GANE	Cheriton West	£2,161.00	£200.00	£1,961.00
JONATHAN GRAHAM	Cheriton East	£3,271.00	£500.00	£2,771.00
DAVID HORTON	Folkestone Central	£1,713.00	£0.00	£1,713.00
DYLAN JEFFREY	East Folkestone	£2,106.00	£150.00	£1,956.00
NICOLA KEEN	Folkestone Harbour	£1,137.00	£400.00	£737.00
MARY LAWES	Folkestone Harbour	£937.00	£750.00	£187.00
CONNOR McCONVILLE	East Folkestone	£1,906.00	£100.00	£1,806.00
JACKIE MEADE	East Folkestone	£1,256.00	£350.00	£906.00
TIM PRATER	Folkestone Harvey West	£594.00	£0.00	£594.00
BELINDA WALKER	Folkestone Central	£1,738.00	£250.00	£1,488.00
RICHARD WALLACE	Folkestone Broadmead	£1,145.00	£0.00	£1,145.00
ROGER WEST	Cheriton West	£1,961.00	£300.00	£1,661.00
TOTAL		**£29,592.00**	**£4,075.00**	**£25,517.00**

Ward Grants Budget 2020/21 £19,800

Ward Grants based on the following:

Ward	Electorate	Per Ward	No. of Cllrs	Amount Per Cllr	Say	Total Per Ward
Broadmead	3,237	£1,803.60	2	£901.80	£902	£1,804
Central	8,278	£4,612.35	4	£1,153.09	£1,153	£4,612
Cheriton East	3,297	£1,837.03	1	£1,837.03	£1,837	£1,837
Cheriton West	6,274	£3,495.76	3	£1,165.25	£1,165	£3,495
East Folkestone	8,609	£4,796.78	4	£1,199.19	£1,199	£4,796
Harbour	5,042	£2,809.31	3	£936.44	£937	£2,811
Harvey West	799	£445.19	1	£445.19	£445	£445
Total	**35,536**	**£19,800.00**	**18**			**£19,800**

COMMUNITY RESILIENCE GRANTS
TO 30/09/20

Ref	Date	Name Of Organisation	Amount	Date	Remaining
	Approved		Granted	Paid	Balance
OPENING BALANCE					£20,000.00
CG0001	01/04/2020	Oh Crumbs!	£500.00	07/04/2020	£19,500.00
CG0002	01/04/2020	Academy FM Folkestone	£500.00	07/04/2020	£19,000.00
CG0003	03/04/2020	Kent Search & Rescue	£500.00	08/04/2020	£18,500.00
CG0004	06/04/2020	Folk. Owl Rescue Sanctuary (B.J.Maxted)	£200.00	08/04/2020	£18,300.00
CG0005	06/04/2020	Rainbow Centre	£500.00	08/04/2020	£17,800.00
CG0006	09/04/2020	British Red Cross	£500.00	16/04/2020	£17,300.00
CG0007	09/04/2020	Action In Homelessness	£500.00	16/04/2020	£16,800.00
CG0008	09/04/2020	Headway East Kent	£500.00	16/04/2020	£16,300.00
CG0009	16/04/2020	Salvation Army (Quote Ref: FO01/14010/GA1FHTC)	£500.00	21/04/2020	£15,800.00
CG0010	17/04/2020	Living Words Arts	£500.00	21/04/2020	£15,300.00
CG0011	21/04/2020	Folkestone Nepalese Community	£500.00	28/04/2020	£14,800.00
CG0012	22/04/2020	Headway East Kent	£500.00	28/04/2020	£14,300.00
CG0013	06/05/2020	Folkestone Nepalese Community	£500.00	13/05/2020	£13,800.00
CG0014	22/05/2020	Social Enterprise Kent CIC	£500.00	27/05/2020	£13,300.00
CG0015	26/05/2020	Sunflower House	£485.00	29/05/2020	£12,815.00
CG0016	29/05/2020	Age UK Folkestone	£500.00	02/06/2020	£12,315.00
CG0017	05/06/2020	Folk. Owl Rescue Sanctuary (B.J.Maxted)	£500.00	09/06/2020	£11,815.00
CG0018	25/09/2020	Salvation Army (Quote Ref: FO01/14010/GA1FTC)	£500.00	29/09/2020	£11,315.00
	Note: Grants to be funded from Town Grants (£10,000) and New Services Reserve (£10,000). Code 4874-301				

This report will be made public on 15 October 2020

Folkestone Town Council

Report Number **F/20/273**

To: **Finance and General Purposes Committee**
Date: **22 October 2020**
Status: **Public Report**
Responsible Officer: **Town Clerk**

Subject: **CIVIC VEHICLE**

SUMMARY:

Following the F&GP meeting of 19 December 2017, where it was resolved that arrangements be made to lease the Kia Ceed 1.6 CRDI 134 - 5 Door from April 2018 (Minute 1184), the lease is up for renewal on 31 March 2021.

This report includes recommendations for a civic vehicle that meets previous resolutions to remain within the current budget and to have a vehicle that has no greater impact on the environment than previous vehicles.

REASONS FOR RECOMMENDATION

The Committee is asked to agree the recommendations below because:

a) The current lease runs out on 31st March 2021
b) A preferred vehicle needs to be agreed

RECOMMENDATIONS:

1. **To receive and note Report F/20/273**
2. **To agree to a new lease for a civic vehicle from 1 April 2021.**

Aims and Objectives – *To comply with Best Value & Quality Council legislation*

Financial Implications – *To provide a suitable civic vehicle within the current budget*

Equal Opportunities – *Equal opportunities for all*

1. Introduction

To meet previous resolutions it is necessary to find a vehicle with CO2 emissions of 125 g/km or less, which doesn't cost more than the current council's budget.

2. Possible Options

	3 Year CH 6,000 miles excl VAT	**CO2 g/km**	**MPG** (Combined)	**Town Sergeant's Comments** (compared to current vehicle)
Hyundai KONA SUV 1.6h-GDi 141 GPF StopStart EU6 SE DCT Auto6	£9,300	114	52.3	• nice looking vehicle • good passenger room • boot capacity 361L
FORD FOCUS HATCHBACK 1.0 EcoBoost Hybrid mHEV 125 Titanium Edition 5dr	£10,287	116	55.4	• nice looking vehicle • good passenger room • boot capacity 273L
Kia XCeed / Niro 5 Door Hybrid	TBC	TBC	TBC	• nice looking vehicle • good passenger room • large boot • similar to current vehicle but hybrid rather than diesel