



FOLKESTONE TOWN COUNCIL

Date of Publication: 22nd July 2021

AGENDA

Meeting: **Finance and General Purposes Committee**
Date: **Thursday 29th July 2021**
Time: **6.30 p.m.**
Place: **Council Offices, 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.

A handwritten signature in black ink, appearing to read 'J L Childs', written on a light-colored background.

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 17th June 2021 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 June 2021 and 30th June 2021.

5. BUDGET MONITORING STATEMENT 2021/22

The attached statement sets out details of the Town Council's expenditure/income up to the 30 June 2021.

6. BANK RECONCILIATION

The bank reconciliation statement at 30 June 2021, as approved by the Town Clerk, is attached for information.

7. WARD GRANTS

For information, the attached shows ward grants approved by the Town Clerk between 1st June 2021 and 18th July 2021.

8. WARD GRANT BALANCES 2021/22

For information, the attached shows ward grant balances available to each Councillor as of 18 July 2021.

9. PARLIAMENTARY BOUNDARY REVIEW 2023

The Boundary Commission have published that a Parliamentary Boundaries Review is open to consultation until 2nd August 2021. Committee is asked to provide an official response.

10. MATTERS AND RESOLUTIONS FROM COMMITTEES

The Town Clerk will update members following the Personnel Sub-Committee meeting.

11. DATE OF NEXT MEETING

21st October 2021 @ 6.30pm

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, 17 June 2021 at 6.30 p.m.

PRESENT: Councillors R Field, P Gane, D Horton, D Jeffrey, M Keutenius, M Lawes, C McConville, T Prater and B Walker.

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

1404. APOLOGIES FOR ABSENCE

Apologies were received from Councillor D Brook.

1405. APPOINTMENT OF CHAIRMAN

Nominations for the appointment of Chairman of the Finance and General Purposes Committee for 2021/22 were sought.

RESOLVED: That Councillor Connor McConville be appointed Chairman of the Finance and General Purposes Committee for the 2021/22 Municipal Year.

Proposed: Councillor D Horton

Seconded: Councillor B Walker

Voting: F:8, Ag:0, Ab:1

1406. APPOINTMENT OF VICE CHAIRMAN

Nominations for the appointment of Vice Chairman of the Finance and General Purposes Committee for 2021/22 were sought.

RESOLVED: That Councillor Tim Prater be appointed as Vice Chairman of the Finance and General Purposes Committee for the 2021/22 Municipal Year.

Proposed: Councillor M Keutenius

Seconded: Councillor C McConville

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

1407. DECLARATIONS OF INTEREST

There were no declarations of interest.

1408. MINUTES

- 1) The Committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 29 April 2021.
- 2) The Committee received and noted the Minutes of the meeting of the Personnel Sub Committee held on 18 February 2021 and 29 April 2021.

RESOLVED: That the Minutes of the meeting of the Finance and General Purposes Committee held on 29 April 2021 be received and signed as a correct record.

Proposed: Councillor D Jeffrey

Seconded: Councillor D Horton

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

RESOLVED: That the Minutes of the meetings of the Personnel Sub Committee held on 18 February 2021 and 29 April 2021 be received and noted.

Proposed: Councillor M Lawes

Seconded: Councillor P Gane

Voting: F:8 Ag:0, Ab:1

1409. 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 M Keutenius

Seconded: Councillor P Gane

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

1410. WORKING GROUPS 2021/22

The Committee was asked to note and approve nominations for the membership of the Folkestone & Hythe District Council/Folkestone Town Council Working Group for the 2021/22 Municipal Year. It was also agreed that a CCTV Working Group should be established.

RESOLVED: That the FHDC/FTC Partnership Working Group should comprise of the Town Clerk, Town Mayor and Chairs of the standing committees. The Deputy Mayor and Vice-Chairs will act as substitutes if required.

Proposed: Councillor P Gane

Seconded: Councillor M Keutenius

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

RESOLVED: That a CCTV Working Group be established. Members to be agreed.

Proposed: Councillor D Jeffrey

Seconded: Councillor M Lawes

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

1411. SCHEDULE OF PAYMENTS

The Committee considered the schedule of payments for the period 1 April 2021 to 31 May 2021.

RESOLVED: That the Schedule of Payments for the period 1 April 2021 to 31 May 2021 be approved.

Proposed: Councillor M Lawes

Seconded: Councillor B Walker

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

1412. BUDGET MONITORING STATEMENT 2021/22

The budget monitoring statement to 31 May 2021 was received by the Committee. It was noted that the Community Services Committee had approved the flowerbeds maintenance schedule and consequently the budget had been overspent, as this was done without confirmation as to how the additional funding would be met the process should be fixed by discussion at the next Council meeting.

The District Council was experiencing a slight delay in replanting the flowerbeds, but this would begin shortly. It was suggested that this be publicised on the Town Council's website for the information of residents and visitors.

RESOLVED: That the Budget Monitoring Statement to 31 May 2021 be approved.

Proposed: Councillor M Keutenius

Seconded: Councillor M Lawes

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

1413. BANK RECONCILIATION

The Committee received the bank reconciliation statement to 31 May 2021.

RESOLVED: That the bank reconciliation statement to 31 May 2021 be received and noted.

Proposed: Councillor P Gane

Seconded: Councillor B Walker

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

1414. MATTERS AND RESOLUTIONS FROM OTHER COMMITTEES

At the Personnel Sub-Committee held on 29th April 2021 it was resolved, at Minute 512, that a request be made to the Finance & General Purposes Committee to increase the training budget to accommodate the 2021/22 Officer Training Schedule.

Proposed: Councillor Dylan Jeffrey

Seconded: Councillor Mary Lawes

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

The Town Clerk confirmed that an additional £6,000 was required.

RESOLVED: That an additional £6,000 be made available for Staff Training in 2021/22, to be met from the General Reserve.

Proposed: Councillor T Prater

Seconded: Councillor M Keutenius

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

1415. TOWN HALL EXTERNAL REPAIRS

Report F/21/293, in relation to the appointment of a contractor to carry out external repairs to the Town Hall, was attached for approval.

There was considerable discussion over the marking criteria, and it was the Committee's view that, in future, they should approve such criteria prior to the tender process.

RESOLVED: To receive Report F/21/293 and in line with the recommendation, the tender be awarded to bidder 3.

Proposed: Councillor P Gane

Seconded: Councillor M Lawes

Voting: F:7, Ag:0, Ab:2

1416. WARD GRANTS

A list of ward grants approved by the Town Clerk between 1 April 2021 and 31 May 2021 was provided for the Committee's information and duly noted.

1417. WARD GRANT BALANCES 2021/22

A list of ward grant balances available to each Councillor as at 31 May 2021 was provided for the Committee's information and duly noted.

1418. DATE OF NEXT MEETING

Thursday, 19 August 2021

Chairman.....

Date.....

SCHEDULE OF PAYMENTS
JUNE 2021

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
01/06/2021	Amazon	E03004A	£14.99	Hand Sanitiser
01/06/2021	Amazon	E03004B	£18.97	200 x Face Masks
01/06/2021	Pitney Bowes	E03005	£366.00	Franking Machine Top-Up
01/06/2021	European Postal Systems Ltd	E03006	£1,519.20	Franking Machine & Contract
01/06/2021	D.Quinney	E03007	£100.00	PA System Normandy Veterans
01/06/2021	T.Brenchley	E03008	£9.00	Reimb. Parking
01/06/2021	FAPAC	E03009	£300.00	FAPAC Membership
01/06/2021	United Response	E03010	£200.00	Ward Grant 27/5/21
01/06/2021	Harmer & Sons Ltd	E03011A	£38.40	Grass-Cutting PFR 21/5/21
01/06/2021	Harmer & Sons Ltd	E03011B	£38.40	Grass-Cutting TKL 21/5/21
01/06/2021	Harmer & Sons Ltd	E03011C	£2,412.00	Maint/Insp Play Areas - May 2021
03/06/2021	RBS PLC Mentor Services	DD030621	£80.40	Health & Safety Mgt
04/06/2021	My Town My City	E03012	£955.20	Tourism Package
04/06/2021	Four Jays Group	E03013	£309.00	Toilets re. Canada Day
04/06/2021	D.Cowd	E03014	£57.19	Reimb. Various Museum Items
04/06/2021	A.Moore	E03015	£38.55	Reimb. Education Supplies
04/06/2021	Commercial Services Trading	E03016	£3,669.04	Vehicle Lease ND21PLZ 2021/22
04/06/2021	Metroline Security Ltd	E03017A	£60.00	Alarm Maint. 28/5/21
04/06/2021	Metroline Security Ltd	E03017B	£192.00	Alarm Access Control Fault
04/06/2021	V.Deakin	E03018	£106.19	Reimb. Adobe Acrobat Subscription
04/06/2021	Kent County Council	E03019	£317.02	Photocopier May-Jul 2021
11/06/2021	Harmer & Sons Ltd	E03020A	£732.00	Christmas Lighting Maint.
11/06/2021	Harmer & Sons Ltd	E03020B	£516.00	Clear & Level Site PFR
11/06/2021	Payroll Service (UK) Ltd	E03021	£52.50	Payroll Services Apr-Jun 2021
11/06/2021	Maidstone Borough Council	E03022	£86.00	Mayoral Event 29/6/21
11/06/2021	Business Stream	E03023	£32.28	Waste Water OTH Apr-May 2021
11/06/2021	Sunflower House	E03024	£250.00	Ward Grant 8/6/21
11/06/2021	D.Buckett	E03025	£884.00	Internal Audit 2020/21
11/06/2021	ADM Computer Services Ltd	E03026	£1,076.69	Monthly IT Support
11/06/2021	SLCC Enterprises Ltd	REF110621	-£36.00	Refund re. Training E02971
17/06/2021	RBS PLC Mentor Services	DD170621	£109.20	HR Management

SCHEDULE OF PAYMENTS
JUNE 2021

21/06/2021	P.Cross	E03027	£35.92	Reimb. Printer Cartridges
21/06/2021	S.A.Friedrich	E03028	£450.00	Roman Cookery Workshops
21/06/2021	Castle Water	E03029	£110.72	Water PFR Apr-Sep 2021
21/06/2021	Metroline Security Ltd	E03030	£102.00	Wireless Smartkey
21/06/2021	T.Huitson	E03031	£60.00	Organist re. Town Sunday
21/06/2021	Harmer & Sons Ltd	E03032	£252.00	Repair Bollard/Remove Motifs
21/06/2021	Folkestone Fixings	E03033	£204.19	Mesh/Cement/Aggregate PFR
21/06/2021	J.Childs	E03034	£85.56	Reimb. Leadership Books
21/06/2021	Stranks Removals & Storage	E03035	£257.14	Artefact Storage Mar-Jul 2021
21/06/2021	SSE Hydro-Electric	DD210621A	£4.95	Elect. to Phone Box - May 2021
21/06/2021	SSE Hydro-Electric	DD210621B	£460.39	Electricity OTH - May 2021
21/06/2021	SSE Hydro-Electric	DD210121C	£147.93	Gas OTH - May 2021
22/06/2021	Culligan Water Ltd	DD220621	£183.42	Qtly Rent Water Cooler/Boiler
25/06/2021	Payment not required	E03036		
25/06/2021	Cleverley & Spencer	E03037	£822.00	Cleaning W.Harvey Memorial
25/06/2021	PPL PRS Ltd	E03038	£178.56	Music Performance Licence
25/06/2021	SLCC Enterprises Ltd	E03039	£538.00	SLCC Membership 2021/22
25/06/2021	D.Cowd	E03040	£3.50	Reimb. Mounting Strips
25/06/2021	A.Moore	E03041	£79.78	Reimb. Education Supplies
25/06/2021	J.Childs	E03042	£81.12	Reimb. Boundaries Book
25/06/2021	HM Revenue & Customs	BP250621A	£7,735.39	PAYE/N.I. - June 2021
25/06/2021	KCC re. Kent Pension Fund	BP250621B	£6,779.73	Pension Contribs - June 2021
25/06/2021	Standard Life Assurance Co.	BP250621C	£850.00	AVC Pension - June 2021
25/06/2021	HM Courts & Tribunals Service	BP250621D	£90.00	Salary Ded'n re. Court Order
25/06/2021	Various	BP250621	£19,120.71	Salaries - June 2021
25/06/2021	Leppard Cleaning	SO250621	£620.00	Office Cleaning - June 2021
28/06/2021	Flower Barn	E03043	£1,085.00	Posies re. Canada Day
28/06/2021	D.Quinney	E03044	£100.00	PA System re. Canada Day
28/06/2021	St John Ambulance	E03045	£115.20	First Aid Normandy Veterans
28/06/2021	United Response	E03046	£200.00	Ward Grant 24/6/21
28/06/2021	All Souls Church	E03047	£200.00	Ward Grant 24/6/21
28/06/2021	Veolia ES (UK) Ltd	DD280621	£105.01	Waste Collection - May 2021

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2021/2022											
	ORIGINAL BUDGET 2021/2022	VIREMENTS 2021/2022	REVISED BUDGET 2021/2022	ACTUALS TO 30 JUN 2021/2022	BUDGET TO 30 JUN 2021/2022	VARIANCE TO 30 JUN 2021/2022	TOTAL BUDGET REMAINING 2021/2022	% OF BUDGET TO DATE 2021/2022	TO/(FROM) RESERVES FOR INFO.		
CODE	£	£	£	£	£	£	£	%			RESERVE CODE(S)
101 ADMINISTRATION											
4001 SALARIES, PENSIONS & NI	416,000		416,000	103,274	104,000	-726	312,726	25			
4002 TOTAL CONTRIBUTION PAY	5,000		5,000	0	1,250	-1,250	5,000	0			
4004 STAFF WELLBEING	3,000		3,000	195	750	-555	2,805	7			
4005 AGENCY STAFF	0		0	0	0	0	0	0			
4006 TRAINING (Staff) (£6,000 overspend approved)	3,000		3,000	8,136	750	7,386	-5,136	271			
4008 RELOCATION COSTS	0		0	0	0	0	0	0			
4009 ADVERTISING FOR STAFF	0		0	0	0	0	0	0			
4010 EQUIPMENT/FURNITURE NEW	2,000		2,000	1,351	500	851	649	68			
4012 INTERVIEW EXPENSES	0		0	0	0	0	0	0			
4013 BANK CHARGES	300		300	38	75	-37	262	13			
4014 HR/H&S MANAGEMENT FEES	1,900		1,900	474	475	-1	1,426	25			
4021 PRINTING	500		500	0	125	-125	500	0			
4022 STATIONERY	1,000		1,000	88	250	-162	912	9			
4024 PHOTOCOPYING	1,400		1,400	308	350	-42	1,092	22			
4025 POSTAGE	1,000		1,000	670	250	420	330	67			
4026 TELECOMMUNICATION SERVICES	2,400		2,400	426	600	-174	1,974	18			
4060 ICT SUPPORT	15,000		15,000	2,925	3,750	-825	12,075	20			
4070 MISCELLANEOUS SUBSCRIPTIONS	380		380	689	380	309	-309	181			
4071 CINQUE PORT FEDERATION SUB	340		340	0	0	0	340	0			
4072 SOCIETY OF LOCAL COUNCIL CLERKS	530		530	538	530	8	-8	102			
4073 KENT ASSOC. OF LOCAL COUNCILS	2,300		2,300	2,307	2,300	7	-7	100			
4080 PUBLIC TRANSPORT & CAR PARKS	250		250	41	63	-22	209	16			
4103 SUBSISTENCE ALLOWANCES	200		200	0	50	-50	200	0			
4104 CAR ALLOWANCES (Staff)	1,600		1,600	357	400	-43	1,243	22			
4105 CAR ALLOWANCES (Volunteers)	50		50	0	13	-13	50	0			
4712 ACCOUNTANCY SUPPORT	590		590	53	148	-95	537	9			
4720 TO ALLOTMENTS ADMINISTRATION (4503)	-4,100		-4,100	-1,025	-1,025	0	-3,075	25			
TOTAL ADMIN. EXPENDITURE	454,640	0	454,640	120,845	115,983	4,863	333,795	27			
1190 INVESTMENT INTEREST	-200		-200	0	0	0	-200	0			
1199 OTHER INCOME	0		0	0	0	0	0	0			
TOTAL ADMIN. INCOME	-200	0	-200	0	0	0	-200	0			
NET ADMIN. EXPENDITURE/INCOME	454,440	0	454,440	120,845	115,983	4,863	333,595	27			
102 DEMOCRATIC COSTS											
4007 TRAINING/CONFERENCE EXPS (Cllrs.)	500		500	0	125	-125	500	0			
4081 CAR ALLOWANCES (Cllrs)	100		100	0	25	-25	100	0			
4950 FTC REF/ELECTION FEES	0		0	0	0	0	0	0			
4951 FOLK TC REF/ELECTIONS (TO RESERVE)	10,200		10,200	0	0	0	10,200	0			
TOTAL DEMOCRATIC COSTS EXP.	10,800	0	10,800	0	150	-150	10,800	0			

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2021/2022											
	ORIGINAL BUDGET 2021/2022	VIREMENTS 2021/2022	REVISED BUDGET 2021/2022	ACTUALS TO 30 JUN 2021/2022	BUDGET TO 30 JUN 2021/2022	VARIANCE TO 30 JUN 2021/2022	TOTAL BUDGET REMAINING 2021/2022	% OF BUDGET TO DATE 2021/2022	TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)	
103	MAYORALTY										
4011	CLOTHING & UNIFORMS		600	0	150	-150	600	0			
4170	REGALIA - NEW		1,000	33	250	-217	967	3			
4171	REGALIA - REPAIR & MAINT.		400	0	100	-100	400	0			
4180	MAYOR'S INSTALLATION (Annual Meeting)		1,100	60	60	0	1,040	5			
4181	REMEMBRANCE SUNDAY		2,300	0	0	0	2,300	0			
4182	CANADA DAY		2,550	1,628	1,630	-2	922	64			
4183	WILLIAM HARVEY COMMEMORATION		650	685	650	35	-35	105			
4184	HOLOCAUST DAY		320	0	0	0	320	0			
4185	CINQUE PORT WARDEN		100	100	25	-25	100	0			
4249	COVER FOR CIVIC DRIVER		500	0	125	-125	500	0			
4250	FUEL/CHARGING CIVIC VEHICLE		500	33	125	-92	467	7			
4251	MTC/SERVICE/REPAIRS - EXTERNAL		150	10	38	-28	140	7			
4252	CAR INSURANCE		500	0	0	0	500	0			
4253	CIVIC VEHICLE - GEN. CONTRIBS.		3,000	3,058	3,000	58	-58	102			
4255	MAYOR'S EXPENSES MAY-MAR		5,490	86	1,373	-1,287	5,404	2			
4256	MAYOR'S EXPENSES APR-MAY		1,100	508	1,100	-592	592	46			
4257	FOLKETAPLES REMEMBRANCE EVENTS		0	0	0	0	0	0			
4258	MISCELLANEOUS EVENTS (MAYORALTY)		0	0	0	0	0	0			
4260	BURMA STAR (VJ DAY)		500	0	0	0	500	0			
4261	NORMANDY VETERANS		320	196	320	-124	124	61			
4262	LUNCHES FOR CHILDREN		0	0	0	0	0	0			
4263	CHRISTMAS GIFTS FOR CHILDREN		0	0	0	0	0	0			
	TOTAL MAYORALTY EXPENDITURE	0	21,080	6,297	8,945	-2,648	14,783	30			
1005	OTHER INCOME (MAYORALTY)	0	0	0	0	0	0	0			
	TOTAL MAYORALTY INCOME	0	0	0	0	0	0	0			
	NET MAYORALTY EXPENDITURE/INCOME	0	21,080	6,297	8,945	-2,648	14,783	30			
201	PREMISES										
4501	BUILDING REPS/MAINT		14,000	3,842	3,500	342	10,158	27			
4509	CLEANING		9,000	1,860	2,250	-390	7,140	21			
4601	RENT		0	0	0	0	0	0			
4602	RATES		22,000	21,332	22,000	-668	668	97			
4603	PWLB CAPITAL REPAYMENTS		23,250	0	0	0	23,250	0			
4604	PWLB INTEREST REPAYMENTS		16,050	0	0	0	16,050	0			
4615	SERVICES, HEATING & LIGHTING		10,000	1,146	2,500	-1,354	8,854	11			
4616	MOVING COSTS		0	0	0	0	0	0			
4617	SUNDRIES		2,500	270	625	-355	2,230	11			
4620	HIRE OF FACILITIES (inc. Garage)		7,100	1,862	1,775	87	5,238	26			
	TOTAL PREMISES EXPENDITURE	0	103,900	30,312	32,650	-2,338	73,588	29			
1010	RENTAL INCOME		-15,660	-16,000	-15,660	-340	340	102			
1011	OTHER INCOME (PREMISES)		0	-100	0	-100	100	0			
1020	PWLB INCOME		0	0	0	0	0	0			
	TOTAL PREMISES INCOME	0	-15,660	-16,100	-15,660	-440	440	103			
	NET PREMISES EXPENDITURE/INCOME	0	88,240	14,212	16,990	-2,778	74,028	16			

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2021/2022											
	ORIGINAL BUDGET 2021/2022	VIREMENTS 2021/2022	REVISED BUDGET 2021/2022	ACTUALS TO 30 JUN 2021/2022	BUDGET TO 30 JUN 2021/2022	VARIANCE TO 30 JUN 2021/2022	TOTAL BUDGET REMAINING 2021/2022	% OF BUDGET TO DATE 2021/2022	TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)	
CODE	2021/2022	2021/2022	2021/2022	2021/2022	2021/2022	2021/2022	2021/2022	2021/2022			
301 SERVICES											
4030 NEWSLETTERS	0		0	0	0	0	0	0			
4031 MISCELLANEOUS INSURANCES (Inc. Heritage)	11,000		11,000	0	0	0	11,000	0			
4503 ALLOTMENTS - ADMINISTRATION	4,100		4,100	1,025	1,025	0	3,075	25			
4504 ALLOTMENTS - PFR MAINTENANCE	3,000		3,000	840	750	90	2,160	28			
4505 ALLOTMENTS - TKL MAINTENANCE	3,000		3,000	64	750	-686	2,936	2			
4840 MAINTENANCE OF BEACON	300		300	25	75	-50	275	8			
4850 LOCAL PROJECTS	4,000	-1,000	3,000	0	750	-750	3,000	0			
4851 NOTICE BOARDS	7,000		7,000	0	1,750	-1,750	7,000	0			
4852 BUS SHELTERS	500		500	0	125	-125	500	0			
4874 COMMUNITY RESILIENCE FUND	0		0	0	0	0	0	0			
4875 WARD GRANTS	19,800		19,800	3,296	4,950	-1,654	16,504	17			
4876 TOWN GRANTS	34,200		34,200	0	0	0	34,200	0			
4878 PARKS, GARDENS & RECS - FLOWERBEDS	32,500		32,500	36,066	32,500	3,566	-3,566	111			
4879 CHRISTMAS LIGHTING	40,000		40,000	-2,605	0	-2,605	42,605	-7			
4880 CHRISTMAS FESTIVITIES	12,000		12,000	0	0	0	12,000	0			
4881 YOUTH FACILITIES	11,600		11,600	0	2,900	-2,900	11,600	0			
4884 PARKS, GARDENS & RECS - TREES	15,000		15,000	0	0	0	15,000	0			
4885 PARKS, GARDENS & RECS - PLAY AREAS	25,000		25,000	4,210	6,250	-2,040	20,790	17			
4890 PARK BENCHES	500		500	0	125	-125	500	0			
4891 LITTER/SALT BINS, BOLLARDS & RAILINGS	2,250		2,250	0	563	-563	2,250	0			
4894 FAIRTRADE INITIATIVES	0	1,000	1,000	0	250	-250	1,000	0			
4895 TOURIST INFORMATION	9,000		9,000	796	2,250	-1,454	8,204	9			
4900 MAINTENANCE OF PUBLIC CLOCKS	500		500	0	125	-125	500	0			
4901 MAINTENANCE OF MEMORIALS	2,500		2,500	0	625	-625	2,500	0			
4903 TELEPHONE BOX	100		100	10	25	-15	90	10			
4904 CCTV MONITORING	25,000		25,000	6,250	6,250	0	18,750	25			
4905 CCTV MAINTENANCE	18,000		18,000	-900	4,500	-5,400	18,900	-5			
4998 AIR SHOW/ARMED FORCES' DAY	22,800		22,800	0	0	0	22,800	0			
4999 CONTINGENCY	3,000		3,000	0	750	-750	3,000	0			
TOTAL SERVICES EXPENDITURE	306,650	0	306,650	49,077	67,288	-18,211	257,573	16			
1002 ALLOTMENT RENTS PFR	-5,000		-5,000	-5,011	-5,000	-11	11	100			
1003 ALLOTMENT RENTS TKL	-4,800		-4,800	-4,788	-4,800	12	-12	100			
1004 OTHER INCOME (SERVICES)	0		0	-11,848	0	-11,848	11,848	0	11,848	406	
TOTAL SERVICES INCOME	-9,800	0	-9,800	-21,647	-9,800	-11,847	11,847	221			
NET SERVICES EXPENDITURE/INCOME	296,850	0	296,850	27,430	57,488	-30,058	269,420	9			

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2021/2022											
	ORIGINAL BUDGET 2021/2022	VIREMENTS 2021/2022	REVISED BUDGET 2021/2022	ACTUALS TO 30 JUN 2021/2022	BUDGET TO 30 JUN 2021/2022	VARIANCE TO 30 JUN 2021/2022	TOTAL BUDGET REMAINING 2021/2022	% OF BUDGET TO DATE 2021/2022	TO/(FROM) RESERVES FOR INFO.	RESERVE CODE(S)	
401 FEES											
4713 CONSULTANTS FEES	0		0	0	0	0	0	0			
4714 EXTERNAL AUDIT FEES	2,500		2,500	0	0	0	2,500	0			
4715 INTERNAL AUDIT FEES	1,000		1,000	884	1,000	-116	116	88			
4716 LEGAL FEES	0		0	0	0	0	0	0			
4717 CARD RECEIPTS FEES	940		940	0	235	-235	940	0			
4718 SECURITY - TOWN HALL	10,000		10,000	0	2,500	-2,500	10,000	0			
TOTAL FEES	14,440	0	14,440	884	3,735	-2,851	13,556	6			
402 MUSEUM/HERITAGE											
5006 M/H TRAINING	700		700	723	175	548	-23	103			
5007 M/H SUBSCRIPTIONS	450		450	267	113	155	183	59			
5009 M/H ADVERTISING FOR STAFF	0		0	0	0	0	0	0			
5010 M/H EQUIPMENT/FURNITURE	400		400	35	100	-65	365	9			
5011 M/H EXHIBIT REPAIRS	200		200	0	50	-50	200	0			
5012 M/H HISTORIC COSTUMES	250		250	0	63	-63	250	0			
5013 M/H NEW EXHIBITS	0		0	0	0	0	0	0			
5030 M/H MATERIALS	1,500		1,500	116	375	-259	1,384	8			
5031 M/H PUBLICITY & PROMOTION	1,000		1,000	0	250	-250	1,000	0			
5032 M/H EVALUATION/PRESS COVERAGE	500		500	0	125	-125	500	0			
5033 M/H LEAFLET'S/PUBLICATIONS	1,000		1,000	0	250	-250	1,000	0			
5035 M/H MERCHANDISE	2,000		2,000	245	500	-255	1,755	12			
5040 M/H SERVICES	1,500		1,500	600	375	225	900	40			
5041 M/H EVENTS	5,000		5,000	275	1,250	-975	4,725	6			
5042 M/H EXHIBITIONS	4,000		4,000	0	1,000	-1,000	4,000	0			
5043 M/H EDUCATION RESOURCES	500		500	118	125	-7	382	24			
5044 M/H WORKSHOPS	4,000		4,000	450	1,000	-550	3,550	11			
5070 M/H VOLUNTEERS EXPENSES	0		0	0	0	0	0	0			
5090 M/H HOSPITALITY	500		500	0	125	-125	500	0			
5091 M/H PROFESSIONAL FEES	6,000		6,000	219	1,500	-1,281	5,781	4			
5092 MUSEUM ASSN. PROJECT	0		0	0	0	0	0	0			
5099 CONT. TO MUSEUM/HERITAGE RESERVE	0		0	0	0	0	0	0			
TOTAL MUSEUM/HERITAGE EXPENDITURE	29,500	0	29,500	3,048	7,375	-4,327	26,452	10			
1030 M/H INCOME	-500		-500	-60	-125	65	-440	12			
1031 M/H KCC CASH CONTRIBUTION HERITAGE	0		0	0	0	0	0	0			
1032 M/H SDC CASH CONTRIBUTION TOURISM	0		0	0	0	0	0	0			
1033 M/H HLF GRANT	0		0	0	0	0	0	0			
1034 M/H TRANSFERS FROM RESERVE	0		0	0	0	0	0	0			
1035 M/H RETAIL SALES	-3,000		-3,000	0	-750	750	-3,000	0			
1036 M/H DONATIONS	-700		-700	0	-175	175	-700	0			
TOTAL MUSEUM/HERITAGE INCOME	-4,200	0	-4,200	-60	-1,050	990	-4,140	1			
NET MUSEUM/HERITAGE EXP/INCOME	25,300	0	25,300	2,988	6,325	-3,337	22,312	12			

RESERVES & PROVISIONS AT 30 JUNE 2021			
		BALANCE	BALANCE
CODE		AT 1/4/21	AT 30/6/21
		£	£
310	GENERAL FUND	221,520	221,520
340	NEW SERVICES RESERVE	93,687	93,687
362	MUSEUM/HERITAGE RESERVE	289,504	289,504
363	TOURISM RESERVE	4,735	4,735
365	BUS SHELTERS	3,855	3,855
383	WARD GRANTS RESERVE	14,684	14,684
385	TOWN GRANTS RESERVE	7,490	7,490
386	FTC ELECTIONS	10,200	10,200
387	ARMED FORCES' DAY RESERVE	0	0
390	SALT BINS	6,168	6,168
392	LEAS FLOWER POWER	0	0
393	ANTI-LITTER CAMPAIGN	2,000	2,000
396	BENCHES	0	0
400	PLAY AREAS	100,000	100,000
403	CCTV EQUIPMENT/MAINTENANCE	0	0
404	CHRISTMAS EVENT (FTC)	0	0
405	CHRISTMAS EVENT (CHERITON)	3,227	3,227
406	NEIGHBOURHOOD FUND	22,011	33,859
407	LUNCHESES FOR CHILDREN	1,030	1,030
408	CHRISTMAS GIFTS FOR CHILDREN	1,187	1,187
409	COMMUNITY TRANSPORT	71,303	71,303
499	PROVISION FOR OUTSTANDING INVOICES	5,134	5,134
TOTAL		857,735	869,583

Date: 09/07/2021

Folkestone Town Council Current Year

Page 1

Time: 11:48

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 1 - Current Bank Account**

User: PJC

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current Account	30/06/2021	437	84,592.10
			<u>84,592.10</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			84,592.10
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			84,592.10
		Balance per Cash Book is :-	84,592.10
		Difference is :-	0.00

APPROVED WARD GRANTS
1/6/21-18/7/21

DATE	RECIPIENT	PURPOSE	WARD CLLR	POWER	AMOUNT AWARDED
APPROVED					
08/06/2021	Sunflower House	Sprucer - Harbour Clean-up	M.Lawes	LGA 72, Sec 137	£250.00
24/06/2021	Community Network	Wheelchair Access Ramp	P.Bingham	LGA 72, Sec 133	£200.00
24/06/2021	All Souls Church	Improvements to Kitchen Area	P.Bingham	LGA 72, Sec 133	£200.00
30/06/2021	Go Folkestone Action Group & The Plimsoll Group	Plimsoll Mural nr. Folkestone Fishing Museum	D.Brook	LGA 72, Sec 145	£550.00
30/06/2021	Go Folkestone Action Group & The Plimsoll Group	Plimsoll Mural nr. Folkestone Fishing Museum	D.Jeffrey	LGA 72, Sec 145	£200.00
30/06/2021	Go Folkestone Action Group & The Plimsoll Group	Plimsoll Mural nr. Folkestone Fishing Museum	A.Berry	LGA 72, Sec 145	£200.00
30/06/2021	Go Folkestone Action Group & The Plimsoll Group	Plimsoll Mural nr. Folkestone Fishing Museum	M.Lawes	LGA 72, Sec 145	£250.00
01/07/2021	R.Ensors CIC	Emergency Food Parcels	M.Keutenius	LGA 72, Sec 145	£250.00
Please note: The last five ward grants shown above were paid after 30/6/21 and are therefore not included in the Budget Monitoring Statement.					

Parliamentary Boundaries Review

A Parliamentary Boundaries Review has been published by the Boundary Commission which is open to consultation until **Tuesday 02 August 2021**.

Please note that this review is relating to Parliamentary boundaries and not Local Government boundaries.

At www.bcereviews.org.uk you are able to type in your postcode to check the Parliamentary boundary that your property falls in, read supporting documents and submit a comment or representation.

Assumptions/implications from this initial proposal are:

- A cap to the amount of electors per Parliamentary Constituency is being introduced. The number of electors per constituency should be no fewer than 69,724 electors and no more than 77,062. Our District is currently around 84,000 parliamentary electors.
- To ensure our District area complies with this requirement the geographical landscape to our Constituency must change in size.

As a result of this proposal immediate reflections are:

- The proposed new Folkestone & Hythe Constituency will have around 70,000 electors.
- For Parliamentary elections, electors in the North Downs East and West District wards would complete a different ballot paper to that of the electors in the other 11 wards of our District. North Downs East (NDE) and North Downs West (NDW) will complete a ballot paper for the Ashford Constituency.
- The NDE and NDW District wards would be “given away” to Ashford Borough Council (ABC) to verify and count for Parliamentary Elections. We would manage the polling stations for these wards for ABC but the ballot papers and postal packs of NDE/W electors would be handed to Ashford Borough Council to count along with their other Ashford Constituency wards.
- All other District wards would receive the Folkestone & Hythe Constituency ballot paper.
- The MP for NDE and NDW would be different to the rest of our District from 2023.

Boundary Commission for England - Initial Proposals for the South East Region

Folkestone and Hythe County Constituency - Electorate 70,023



Wards:

1 Broadmead

2 Cheriton

3 East Folkestone

4 Folkestone Central

5 Folkestone Harbour

6 Hythe

7 Hythe Rural

8 New Romney

9 Romney Marsh

10 Sandgate & West Folkestone

11 Walland & Denge Marsh

Constituency

Local Authorities

Wards

012 km

N

© Crown copyright and database rights 2021 OS 100018289. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-licence, distribute or sell any of this data to third parties in any form. Third party rights to enforce the terms of this licence shall be reserved to OS.

