



## FOLKESTONE TOWN COUNCIL

Date of Publication: 8 December 2022

### AGENDA

Meeting: **Finance and General Purposes Committee**  
Date: **Thursday 15<sup>th</sup> December 2022**  
Time: **7.00 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 Finance Officer.

A handwritten signature in black ink, appearing to be 'P Cross'.

**P Cross**  
**Finance Officer**

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**

1) To receive the Minutes of the meeting of the Finance and General Purposes Committee held on 20<sup>th</sup> October 2022 and to authorise the Chairman of the Committee to sign them as a correct record.

2) To receive and note the Minutes of the meetings of the Personnel Sub-Committee held on 29<sup>th</sup> September 2022.

**4. SCHEDULE OF PAYMENTS**

The attached schedule details payments made between 1<sup>st</sup> October 2022 and 30<sup>th</sup> November 2022.

**5. BUDGET MONITORING STATEMENT 2022/23**

The attached statement sets out details of the Town Council's expenditure/income up to the 30<sup>th</sup> November 2022.

**6. BANK RECONCILIATION**

In line with financial regulations the bank reconciliation statement at 30<sup>th</sup> November 2022 is attached for information.

**7. WARD GRANTS**

For information, the attached shows ward grants approved by the Town Clerk between 1<sup>st</sup> October 2022 and 30<sup>th</sup> November 2022.

**8. WARD GRANT BALANCES**

For information, the attached shows ward grant balances available to each Councillor as of 1<sup>st</sup> December 2022.

**9. ALLOTMENTS 2023/24 RENT REVIEW**

Report F/22/324 recommends allotments rent charges for 2023/24. Bills are to be sent out in January 2023.

**10. BUDGET 2023/24**

**Report F/22/325** sets out the draft proposals for the Town Council's budget for 2023/24, considering any proposed growth items submitted by spending committees. Members are requested to make final recommendations for the budget/precept for presentation to the full Council on 11<sup>th</sup> January 2023.

**11. DATE OF NEXT MEETING**

17<sup>th</sup> February 2022 at 7.00pm

## **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, 20<sup>th</sup> October 2022 at 7.00 p.m.**

**PRESENT:** Councillors Peter Gane, Dylan Jeffrey, Mary Lawes, Connor McConville (Chair), Tim Prater and Belinda Walker.

**ABSENT:** Councillors Dan Brook, Jonathan Graham and David Horton.

**OFFICER PRESENT:** Phil Cross (Finance Officer)

### **1502. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Abena Akuffo-Kelly and Ray Field.

### **1503. DECLARATIONS OF INTEREST**

Councillor Dylan Jeffrey declared a personal interest in item 12 – Tree Planting Schedule 2022/23.

### **1504. MINUTES**

1) The Committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 1<sup>st</sup> September 2022.

**RESOLVED: That the Minutes of the meeting of the Finance and General Purposes Committee held on 1<sup>st</sup> September 2022 be received and signed as a correct record.**

Proposed: Councillor Mary Lawes

Seconded: Councillor Peter Gane

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

2) The Committee received the Minutes of the meeting of the Personnel Sub-Committee held on 17<sup>th</sup> February 2022 and 1<sup>st</sup> September 2022.

**RESOLVED: That the Minutes of the meeting of the Personnel Sub-Committee held on 17<sup>th</sup> February 2022 and 1<sup>st</sup> September 2022 be received and noted.**

Proposed: Councillor Mary Lawes

Seconded: Councillor Peter Gane

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

**1505. SCHEDULE OF PAYMENTS**

The Committee considered the schedule of payments made between 1 August 2022 and 30<sup>th</sup> September 2022.

**RESOLVED: That the Schedule of Payments for the period 1 August 2022 to 30 September 2022 be approved.**

Proposed: Councillor Dylan Jeffrey

Seconded: Councillor Belinda Walker

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

**1506. BUDGET MONITORING STATEMENT 2022/23**

The budget monitoring statement to the 30 September 2022 was received by the Committee.

**RESOLVED: That the Budget Monitoring Statement to 30 September 2022 be approved.**

Proposed: Councillor Peter Gane

Seconded: Councillor Mary Lawes

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

**1507. BANK RECONCILIATION**

The bank reconciliation statement as at 30 September 2022 was noted by the Committee.

**1508. APPROVAL OF ACCOUNTS**

The Committee noted that the external auditor had approved the Folkestone Town Council Accounts and Annual Return for 2021/22 without qualification and thanked the Finance Officer for his efforts in this regard.

**1509. WARD GRANTS**

A list of ward grants approved by the Town Clerk between 1 August 2022 and 30 September 2022 was provided for the Committee's information and duly noted.

**1510. WARD GRANT BALANCES 2022/23**

A list of ward grant balances available to each Councillor as at 30 September 2022 was provided for the Committee's information and duly noted.

**1511. MOBILE CCTV UNIT – CHERITON RECREATION GROUND**

Following concerns from Police and local residents, Councillor Peter Gane had requested that the Town Council consider the installation of a mobile CCTV camera to be placed at Cheriton Recreation Ground. The cost of this would be in the region of £6,000 and funding was available from the CCTV Reserve.

**RESOLVED: That, in view of the concerns of Police and residents in the area, the Council should proceed with the installation of a mobile CCTV camera at Cheriton Recreation Ground.**

Proposed: Councillor Peter Gane

Seconded: Councillor Tim Prater

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

## **1512. MATTERS AND RESOLUTIONS FROM COMMITTEES**

### **1) Personnel Sub-Committee 29<sup>th</sup> September 2022**

At the Extraordinary meeting of the Personnel Sub-Committee held on 29<sup>th</sup> September 2022, it was resolved to recommend a temporary pay increase for posts F07 and F09 during the absence of the Town Clerk, with the overspend being met from the General Reserve at the end of the year if necessary. The Committee was asked to approve the payments.

**RESOLVED: That payments be made in line with the Personnel Sub-Committee's recommendations.**

Proposed: Councillor Connor McConville

Seconded: Councillor Belinda Walker

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

### **2) Community Services Committee 6<sup>th</sup> October 2022**

At its meeting of 6<sup>th</sup> October 2022, the Community Services Committee resolved that £1,000 from Local Projects and £8,000 from Youth Facilities be vired to the Parks budget to facilitate urgent work required at three Folkestone Town Council parks, subject to approval from the Finance and General Purposes Committee.

**RESOLVED: That the proposed virements be approved and implemented.**

Proposed: Councillor Peter Gane

Seconded: Councillor Tim Prater

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

## **1513. TREE PLANTING SCHEDULE 2022/23**

Following the cancellation of the Climate & Environment Committee meeting on 6<sup>th</sup> October, which was inquorate, the Committee was asked to consider the following urgent matter, as work was due to commence imminently:

*Having sought suggestions from Councillors, Tree Wardens and members of the public, the Tree Working Group has compiled a draft tree planting schedule in partnership with Kent County Council. The schedule proposes planting for highways and footpaths, utilising the 2022/23 budget allocation of £20,000.*

The Committee was asked to approve the Tree Planting Schedule for 2022/23 and release the £20,000 budget for this purpose.

Considerable discussion took place, with all members of the Committee unhappy with the distribution of the proposed new tree planting. Concerns were also raised about how tree stumps were dealt with by KCC.

**RESOLVED: That the schedule be referred back for a more evenly distributed list covering more wards, or the £20,000 budget be rolled forward for use next year.**

Proposed: Councillor Tim Prater

Seconded: Councillor Peter Gane

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

**1514. BUDGET 2023/24 – POTENTIAL GROWTH ITEMS**

The Committee was asked to give thought to possible growth items and non-recurring revenue expenditure for next year. The Committee will receive and discuss the full list of proposals put forward for growth/savings by all Committees at its meeting in December.

No proposals for growth items were put forward at this stage.

**1515. DATE OF NEXT MEETING**

**Thursday, 15<sup>th</sup> December 2022 at 7.00pm**

The meeting concluded at 8.05pm

Chairman.....

Date.....

**SCHEDULE OF PAYMENTS**  
**1/10/22-30/11/22**

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
05/10/2022	RBS PLC Mentor Services	DD051022	£80.40	Health & Safety Mgt
05/10/2022	Sevenoaks Mayor's Chty Account	REF051022	-£50.00	Refund re. Mayoral Event
06/10/2022	St John Ambulance	E03903	£1,179.60	3 x First Aid Courses
06/10/2022	Ashford BC Collection Account	E03904	£8,141.59	CCTV Monitoring Oct-Dec 2022
06/10/2022	Vaughtons	E03905	£87.59	Double Mitred Neck Ribbon
06/10/2022	Kent County Council	E03906	£196.54	Photocopier Rental Nov-Jan
06/10/2022	Orbit Folkestone Ltd	E03907	£54.00	Web Design (Museum)
06/10/2022	Metromec	E03908	£8,166.00	Building Mgt System Contract
06/10/2022	Rentadinosaur	E03909	£580.50	25% Deposit re. Santasaurus
06/10/2022	Caboodle Office Supplies	E03910	£105.36	Copier Paper
06/10/2022	Caboodle Office Supplies	E03911	£76.56	Air Freshener Refills
06/10/2022	D.Cowd	E03912	£29.13	Various Reimbursements
06/10/2022	Violet Films	E03913	£200.00	Ward Grant 4/10/22
13/10/2022	Touchbase Care	E03914	£40.00	Mayoral Event 28/10/22
13/10/2022	Crystal Clear (UK) Ltd	E03915	£31.50	Safe Hands Mobility Trophy
13/10/2022	Convergence Comms Ltd	E03916	£30.00	Monthly Telephone Support
13/10/2022	I.Bishop	E03917	£17.80	Reimb. Vehicle Charging
13/10/2022	Castle Water	E03918	£21.30	Water PFR Apr-Dec 22 (Est)
13/10/2022	Harmer & Sons Ltd	E03919	£331.06	Repairs to Notice Board
13/10/2022	Amazon	E03920	£69.32	Victorian Workshop Items
13/10/2022	Amazon	E03921	£23.78	Printer Cartridge
13/10/2022	Amazon	E03922	£7.99	Sundries
18/10/2022	Folk. Performing Arts Centre	E03923	£100.00	Ward Grant 12/10/22
18/10/2022	Stranks Removals & Storage	E03924	£53.15	Portraits Storage - Oct 2022
18/10/2022	Harmer & Sons Ltd	E03925	£1,046.40	Various Works re. Play Areas
18/10/2022	Harmer & Sons Ltd	E03926	£156.00	Painting of Beacon
18/10/2022	Amazon	E03927	£23.51	Fairtrade Coffee
18/10/2022	Caboodle Office Supplies	E03928	£58.24	Spiral Bound Files

**SCHEDULE OF PAYMENTS**  
**1/10/22-30/11/22**

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
19/10/2022	Daisy Communications	DD191022A	£493.57	Telecomm Servs - Sep 2022
19/10/2022	RBS PLC Mentor Services	DDB191022	£109.20	HR Services
20/10/2022	D.Cowd	E03929	£5.90	Sundries
20/10/2022	I.Bishop	E03930	£29.66	Reimbursements
20/10/2022	ADM Computer Services Ltd	E03931	£1,403.45	Various Monthly IT Fees
20/10/2022	PSL Print Management	E03932	£2,238.00	Christmas Event Mailedrop
20/10/2022	Business Stream	E03933	£33.30	Waste Water OTH Aug-Oct 2022
20/10/2022	Harmer & Sons Ltd	E03934	£91.20	Grass-Cutting Allots 9/9/22
21/10/2022	SSE Hydro-Electric	DD211022	£8.63	Elect. to Phone Box - Sep 2022
24/10/2022	SSE Hydro-Electric	DD241022A	£590.55	Electricity OTH - Sep 2022
24/10/2022	SSE Hydro-Electric	DD241022B	£119.58	Gas OTH - Sep 2022
24/10/2022	Hawkinge Town Council	REF241022	-£80.00	Refund re. Mayoral Event
25/10/2022	HM Revenue & Customs	BP251022A	£7,869.77	PAYE/N.I. - October 2022
25/10/2022	KCC re. Kent Pension Fund	BP251022B	£7,589.57	Pension Contribs - Oct 2022
25/10/2022	Standard Life Assurance Co.	BP251022	£3,500.00	AVC Pension - Oct 2022
25/10/2022	Various	BP251022	£19,296.82	Salaries - October 2022
25/10/2022	Leppard Cleaning	SO251022	£730.00	Cleaning OTH - Oct 2022
26/10/2022	FairFX (aka Equals)	E03935	£814.83	Credit Card Replenishment (see below)
26/10/2022	Folk & Hythe DC	E03936	£73.00	Land Hire/Closures Xmas Event
26/10/2022	Kent County Council	E03937	£51.58	Soap/Toilet Rolls
26/10/2022	ADM Computer Services Ltd	E03938	£1,470.00	Cyber Essentials
27/10/2022	D.Cowd	E03939	£8.00	Batteries for Soap Dispensers
27/10/2022	Independent Insurance Services	E03940	£237.80	Insurance Cheriton Switch-On
27/10/2022	Convergence Comms Ltd	E03941	£28.80	Telephone Charges - Sep 2022
27/10/2022	Rotary Club of Dover	E03942	£40.00	Mayoral Event 27/10/22
27/10/2022	Medway Council	E03943	£50.00	Mayoral Event 29/11/22
27/10/2022	Margate Charter Trustees	E03944	£45.00	Mayoral Event 29/11/22
27/10/2022	Kent County Council	E03945	£106.50	Mayoral Event 2/11/22



**SCHEDULE OF PAYMENTS**  
**1/10/22-30/11/22**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Reference</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
27/10/2022	Winchelsea Corporation	E03946	£95.00	Mayoral Event 4/11/22
27/10/2022	S.A.Friedrich	E03947	£1,250.00	5 x Museum Events
27/10/2022	All Souls Church Cheriton	E03948	£150.00	Ward Grant 19/10/22
27/10/2022	Turner Schools	E03949	£674.00	Ward Grant 19/10/22
28/10/2022	Veolia ES (UK) Ltd	DD281022	£93.67	Waste Collection - Sep 2022
31/10/2022	D.Cowd	E03950	£6.75	Reimb. Adhesive Spray
31/10/2022	T.Brenchley	E03951	£1,403.00	4 x Annual Parking Permits
31/10/2022	All Souls Church Cheriton	E03952	£150.00	Ward Grant 25/10/22
31/10/2022	Social Media For Schools	E03953	£750.00	Ward Grant 26/10/22
31/10/2022	Folk Fishing & Heritage HG	E03954	£241.00	Ward Grant 26/10/22
31/10/2022	Turner Schools	E03955	£150.00	Ward Grant 26/10/22
31/10/2022	Friends of St Mary's School	E03956	£500.00	Ward Grant 26/10/22
31/10/2022	A.Moore	E03957	£25.96	Reimb. Materials (Museum)
31/10/2022	Blachere Illumination UK Ltd	E03958	£930.00	Xmas LED Lights & Braids
31/10/2022	P.Gane	E03959	£460.84	Cheriton Christmas Lights
31/10/2022	Gurkha Memorial Fund	E03960	£80.00	Mayoral Event 18/11/22
31/10/2022	T.Brenchley	REF311022	-£385.00	Refd Cancelled Educ. Visit
01/11/2022	Amazon	E03961	£14.99	Batteries
01/11/2022	Amazon	E03962	£14.71	Printer Cartridge
01/11/2022	Amazon	E03963	£12.98	Eco-Friendly Pens
01/11/2022	Amazon	E03964	£35.49	LED Glow Sticks
01/11/2022	Amazon	E03965	£20.99	LED Balloons
01/11/2022	Amazon	E03966	£85.83	LED Wand Sticks
03/11/2022	RBS PLC Mentor Services	DD031122	£80.40	Health & Safety Mgt
10/11/2022	Convergence Comms Ltd	E03967	£30.00	Monthly Telephone Support
10/11/2022	Harmer & Sons Ltd	E03968	£320.40	Repairs to Notice Board
10/11/2022	P.Gane	E03969	£219.52	Christmas Lights (Cheriton)
10/11/2022	Martello Building Consultancy	E03970	£590.00	Parks Contract Consultancy

**SCHEDULE OF PAYMENTS**  
**1/10/22-30/11/22**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Reference</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
10/11/2022	We Are Family	E03971	£250.00	2 x Workshops
10/11/2022	Holy Trinity Parish Church	E03972	£100.00	Ward Grant 2/11/22
10/11/2022	Initial	E03973	£400.87	Sanitary Waste Collection
11/11/2022	I.Bishop	E03974	£27.39	Reimb. Vehicle Charging
11/11/2022	T.Cleary	E03975	£18.50	Reimb. Corks (Museum)
11/11/2022	Caboodle Office Supplies	E03976A	£119.76	A4 Paper
11/11/2022	Caboodle Office Supplies	E03976B	£59.70	Sweets re. Christmas Event
11/11/2022	Harmer & Sons Ltd	E03977	£182.40	Grass-Cutting Allots Oct 2022
11/11/2022	Harmer & Sons Ltd	E03978	£2,648.50	Play Areas Ins/Maint - Oct 22
11/11/2022	Harmer & Sons Ltd	E03979	£1,800.00	Tree Works - Play Areas
11/11/2022	Amazon	E03980	£39.98	A4 Paper
11/11/2022	Amazon	E03981	£191.04	Refreshments re. Cllrs Cup
11/11/2022	Amazon	E03982	£39.58	Christmas Lights Projector
11/11/2022	Amazon	E03983	£22.04	Refreshments re. Cllrs Cup
11/11/2022	Amazon	E03984	£24.43	Refreshments re. Cllrs Cup
15/11/2022	P.Gane	E03985	£140.76	Various re. Cheriton Xmas
15/11/2022	Sound Experience Disco	E03986	£2,350.00	Sound/Lighting re. Xmas Event
15/11/2022	AJ Pyrotechnics	E03987	£5,040.00	Firework Display
15/11/2022	Gartec Ltd	E03988	£1,121.60	Lift Maintenance
15/11/2022	Cleverley & Spencer	E03989	£1,020.00	Cleaning of War Memorial
15/11/2022	Jennifer Crisp	E03990	£70.00	Occ Health Counselling
15/11/2022	White Cliffs Engraving	E03991	£519.20	Medals/Ribbons re. Cllrs Cup
15/11/2022	Holy Trinity Church	E03992	£150.00	Ward Grant 9/11/22
15/11/2022	St Andrews Methodist Church	E03993	£300.00	2 x Ward Grants 9/11/22
15/11/2022	All Souls Church Cheriton	E03994	£150.00	Ward Grant 9/11/22
16/11/2022	V.Deakin	ADV161122	£500.00	Salary Advance
17/11/2022	Sevenoaks District Council	E03995	£80.00	Mayoral Event 13/10/22
17/11/2022	T.Brenchley	E03996	£30.10	Various Reimbursements

**SCHEDULE OF PAYMENTS**  
**1/10/22-30/11/22**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Reference</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
17/11/2022	Assn. of Tourist Atts in Kent	E03997	£354.00	ATAK Membership
17/11/2022	Harmer & Sons Ltd	E03998	£30.00	Rat Clearance PFR
17/11/2022	P.Gane	E03999	£107.80	Christmas Lights (Cheriton)
17/11/2022	Kent County Council	E04000	£282.65	Photocopier Aug-Oct 2022
17/11/2022	Russell & Wheeler	E04001	£60.00	CCTV Power (Payers Park)
17/11/2022	Ewart J Clough	E04002	£1,428.00	Christmas Trees
17/11/2022	Caboodle Office Supplies	E04003	£79.58	Stationery/Sundries
17/11/2022	ADM Computer Services Ltd	E04004	£1,403.45	Various Monthly IT Fees
17/11/2022	Daisy Communications	DD171122	£493.57	Telecomm Services - Oct 2022
17/11/2022	RBS PLC Mentor Services	DD171122A	£109.20	HR Services
17/11/2022	SSE Hydro-Electric	DD211122A	£8.03	Elect. to Phone Box - Oct 2022
21/11/2022	SSE Hydro-Electric	DD211122B	£613.45	Electricity OTH - Oct 2022
21/11/2022	SSE Hydro-Electric	DD211122C	£237.21	Gas OTH - Oct 2022
22/11/2022	ICO (Information Commissioner)	DD221122	£55.00	Info. Commissioner's Licence
23/11/2022	A.Moore	E04005	£25.87	Reimb. Materials (Museum)
23/11/2022	Megan Fitzgerald	E04006	£180.00	Characters re. Xmas Event
23/11/2022	Picture This Graphic Design	E04007	£60.00	Design re. Jubilee Display
23/11/2022	St Mary & St Eanswythe Church	E04008	£200.00	Ward Grant 16/11/22
23/11/2022	Charlton Athletic Comm. Trust	E04009	£600.00	Co-ordination Clirs Cup
23/11/2022	Stranks Removals & Storage	E04010	£51.43	Portrait Storage - Nov 2022
23/11/2022	Activation Ltd	E04011	£5,850.00	Archaeology Display Recasing
23/11/2022	T.Brenchley	E04012	£65.00	Xmas Card Competition Prizes
23/11/2022	Convergence Comms Ltd	E04013	£28.80	Telephone Charges - Oct 2022
23/11/2022	Lumalite	E04014	£232.20	2 x Transformers (Xmas Lights)
23/11/2022	Tenterden Mayor's Charity	E04015	£100.00	Mayoral Event 25/11/22
23/11/2022	Folkestone Rotary Club	E04016	£70.00	Mayoral Event 19/12/22
23/11/2022	Inner Wheel	E04017	£50.00	Mayoral Event 4/12/22
23/11/2022	Mayor of Dartford's CA	E04018	£100.00	Mayoral Event 1/4/23

**SCHEDULE OF PAYMENTS**  
**1/10/22-30/11/22**

<b>Date Paid</b>	<b>Payee Name</b>	<b>Reference</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
23/11/2022	Right Guard Security UK Ltd	E04019	£482.40	Security re. Remembrance
23/11/2022	Aramark Defence Services Ltd	E04020	£864.83	Food re. Remembrance
23/11/2022	Folkestone Methodist Church	E04021	£50.00	Refreshments/Hall - Dedication
23/11/2022	D.Quinney	E04022	£300.00	3 x PA re. Remembrance
23/11/2022	RBL Poppy Appeal	E04023	£100.00	Donation re. Band (Rememb.)
23/11/2022	Affinity For Business	E04024	£455.68	Aged Invoice 2019/20
23/11/2022	Harmer & Sons Ltd	E04025	£120.00	Barriers re. Remembrance
23/11/2022	Amazon	E04026	£33.65	Loom (Museum)
23/11/2022	Amazon	E04027	£26.67	Knitting Forks (Museum)
23/11/2022	Amazon	E04028	£6.19	Wool (Museum)
23/11/2022	Amazon	E04029	£52.17	Isograph Pen Set (Museum)
23/11/2022	Amazon	E04030	£11.15	Isograph Ink Bottle (Museum)
23/11/2022	Amazon	E04031	£6.04	Modelling Clay (Museum)
23/11/2022	Amazon	E04032	£15.99	Kitchen Towels
23/11/2022	Amazon	E04033	£16.43	Foil Sheets (Museum)
24/11/2022	HG Wells Short Story Comp	E04034	£600.00	Town Grant 17/11/22
24/11/2022	South Kent Mind	E04035	£2,500.00	Town Grant 17/11/22
24/11/2022	Folkestone Rescue	E04036	£2,500.00	Town Grant 17/11/22
24/11/2022	A:Dress	E04037	£608.00	Town Grant 17/11/22
24/11/2022	Red-Queen Television Ltd	E04038	£950.00	Town Grant 17/11/22
24/11/2022	Violet Films	E04039	£2,500.00	Town Grant 17/11/22
24/11/2022	MHA Communities Kent	E04040	£2,500.00	Town Grant 17/11/22
24/11/2022	Turner Schools	E04041	£1,250.00	Town Grant 17/11/22
24/11/2022	Autism Apprentice CIC	E04042	£1,300.00	Town Grant 17/11/22
24/11/2022	Living Words Arts	E04043	£2,500.00	Town Grant 17/11/22
24/11/2022	Holly Wanstall	E04044	£100.00	Performance re. Xmas Event
24/11/2022	Ashley White	E04045	£100.00	Performance re. Xmas Event
24/11/2022	Folkestone Fixings	E04046	£14.90	Cloth Tape re. Xmas Event

## 1/10/22-30/11/22

[illegible]

**SCHEDULE OF PAYMENTS**  
**1/10/22-30/11/22**

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
<b>CREDIT CARD REPLENISHMENT 26/10/22</b>				
10/08/2022	ASDA		£28.50	3 x Really Useful Crates
15/08/2022	Sainsburys		£15.00	Shirts (Town Sergeant)
18/08/2022	ECPROF		£630.42	10 x CCTV Nano Stations
06/09/2022	White Cliffs Engraving		£22.98	PFR Allotment Prizes
09/09/2022	McDonalds		£5.79	Subsistence
09/09/2022	Coastal Car Spares		£5.50	2 x Keys Garden of Remembrance
12/09/2022	Coastal Car Spares		£9.70	War Memorial Keys + Cable ties
28/09/2022	Asda		£9.64	Provisions re. School Visit
12/10/2022	Sunshine Rest		£12.20	Subsistence
07/10/2022	Rod & Line		£11.10	Subsistence
16/10/2022	Ossies		£9.00	Subsistence
20/10/2022	Wilko		£20.00	Card & Tablecloths
21/10/2022	Job Forces Net		£35.00	Job Advert
			<b>£814.83</b>	

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2022/2023												
		ORIGINAL		REVISED	ACTUALS	BUDGET	VARIANCE	TOTAL	% OF	TO/(FROM)		
		BUDGET	VIREMENTS	BUDGET	TO 30 NOV	TO 30 NOV	TO 30 NOV	BUDGET	BUDGET	TO DATE	RESERVES	
CODE		2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	FOR INFO.	RESERVE
		£	£	£	£	£	£	£	%	%		CODE(S)
	<b>ADMINISTRATION</b>											
101	ADMINISTRATION											
4001	SALARIES, PENSIONS & NI	454,300		454,300	330,623	302,867	27,756	123,677	73			
4002	TOTAL CONTRIBUTION PAY	5,000		5,000	3,000	3,000	0	2,000	60			
4004	STAFF WELLBEING	3,000		3,000	1,758	2,000	-242	1,242	59			
4005	AGENCY STAFF	0		0	0	0	0	0	0			
4006	TRAINING (Staff)	3,000		3,000	1,363	2,000	-637	1,637	45			
4008	RELOCATION COSTS	0		0	0	0	0	0	0			
4009	ADVERTISING FOR STAFF	0		0	35	0	35	-35	0			
4010	EQUIPMENT/FURNITURE NEW	2,000		2,000	2,381	1,333	1,048	-381	119			
4012	INTERVIEW EXPENSES	0		0	0	0	0	0	0			
4013	BANK CHARGES	300		300	173	200	-27	127	58			
4014	HR/H&S MANAGEMENT FEES	1,950		1,950	1,264	1,300	-36	686	65			
4021	PRINTING	500		500	0	333	-333	500	0			
4022	STATIONERY	1,000		1,000	919	667	252	81	92			
4024	PHOTOCOPYING	1,400		1,400	1,079	933	146	321	77			
4025	POSTAGE	1,000		1,000	713	667	46	287	71			
4026	TELECOMMUNICATION SERVICES	2,400		2,400	1,565	1,600	-35	835	65			
4060	ICT SUPPORT	15,000		15,000	11,836	10,000	1,836	3,164	79			
4070	MISCELLANEOUS SUBSCRIPTIONS	700		700	286	467	-181	414	41			
4071	CINQUE PORT FEDERATION SUB	360		360	0	0	0	360	0			
4072	SOCIETY OF LOCAL COUNCIL CLERKS	550		550	552	550	2	-2	100			
4073	KENT ASSOC. OF LOCAL COUNCILS	2,360		2,360	2,331	2,360	-29	29	99			
4080	PUBLIC TRANSPORT & CAR PARKS	250		250	37	167	-130	213	15			
4103	SUBSISTENCE ALLOWANCES	200		200	57	133	-76	143	29			
4104	CAR ALLOWANCES (Staff)	1,600		1,600	826	1,067	-241	774	52			
4105	CAR ALLOWANCES (Volunteers)	0		0	0	0	0	0	0			
4712	ACCOUNTANCY SUPPORT	610		610	386	390	-4	224	63			
4720	TO ALLOTMENTS ADMINISTRATION (4503)	-4,100		-4,100	-2,733	-2,733	0	-1,367	67			
	<b>TOTAL ADMIN. EXPENDITURE</b>	<b>493,380</b>	<b>0</b>	<b>493,380</b>	<b>358,451</b>	<b>329,300</b>	<b>29,151</b>	<b>134,929</b>	<b>73</b>			
1190	INVESTMENT INTEREST	-200		-200	-587	-133	-454	387	294			
1199	OTHER INCOME	0		0	-224	0	-224	224	0			
	<b>TOTAL ADMIN. INCOME</b>	<b>-200</b>	<b>0</b>	<b>-200</b>	<b>-811</b>	<b>-133</b>	<b>-678</b>	<b>611</b>	<b>406</b>			
	<b>NET ADMIN. EXPENDITURE/INCOME</b>	<b>493,180</b>	<b>0</b>	<b>493,180</b>	<b>357,640</b>	<b>329,167</b>	<b>28,473</b>	<b>135,540</b>	<b>73</b>			
102	<b>DEMOCRATIC COSTS</b>											
4007	TRAINING/CONFERENCE EXPS (Clifs.)	500		500	0	333	-333	500	0			
4081	CAR ALLOWANCES (Clifs)	100		100	0	67	-67	100	0			
4950	FTC REFLECTION FEES	0		0	0	0	0	0	0			
4951	FOLK TC REFLECTIONS (TO RESERVE)	10,200		10,200	0	0	0	10,200	0			
	<b>TOTAL DEMOCRATIC COSTS EXP.</b>	<b>10,800</b>	<b>0</b>	<b>10,800</b>	<b>0</b>	<b>400</b>	<b>-400</b>	<b>10,800</b>	<b>0</b>			

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2022/2023												
		ORIGINAL BUDGET	VIREMENTS 2022/2023	REVISED BUDGET	ACTUALS TO 30 NOV	BUDGET TO 30 NOV	VARIANCE TO 30 NOV	TOTAL BUDGET REMAINING	% OF BUDGET TO DATE	TO/(FROM) RESERVES		
CODE		2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	FOR INFO.	RESERVE CODE(S)	
103	MAYORALTY											
4011	CLOTHING & UNIFORMS	600		600	15	400	-385	585	3			
4170	REGALIA - NEW	1,000		1,000	709	667	42	291	71			
4171	REGALIA - REPAIR & MAINT.	400		400	1,044	267	777	-644	261			
4180	MAYOR'S INSTALLATION (Annual Meeting)	1,100		1,100	968	1,100	-132	132	88			
4181	REMEMBRANCE SUNDAY	2,800		2,800	1,096	1,100	-4	1,704	39			
4182	CANADA DAY	2,550		2,550	3,346	2,550	796	-796	131			
4183	WILLIAM HARVEY COMMEMORATION	650		650	991	650	341	-341	152			
4184	HOLOCAUST DAY	320		320	0	0	0	320	0			
4185	CINQUE PORT WARDEN	100		100	0	67	-67	100	0			
4249	COVER FOR CIVIC DRIVER	500		500	48	333	-285	452	10			
4250	FUEL/CHARGING CIVIC VEHICLE	500		500	122	333	-217	378	24			
4251	MTC/SERVICE/REPAIRS - EXTERNAL	150		150	10	100	-90	140	7			
4252	CAR INSURANCE	500		500	500	500	0	0	100			
4253	CIVIC VEHICLE - GEN. CONTRIBS.	3,060		3,060	3,058	3,060	-2	2	100			
4255	MAYOR'S EXPENSES MAY-MAR	5,490		5,490	4,048	3,660	388	1,442	74			
4256	MAYOR'S EXPENSES APR-MAY	1,100		1,100	913	1,100	-187	187	83			
4257	FOLKETAPLES REMEMBRANCE EVENTS	0		0	0	0	0	0	0			
4258	MISCELLANEOUS EVENTS (MAYORALTY)	0		0	2,110	0	2,110	-2,110	0			
4260	BURMA STAR (VJ DAY)	550		550	200	550	-350	350	36			
4261	NORMANDY VETERANS	320		320	200	320	-120	120	63			
4262	LUNCHES FOR CHILDREN (Sec. 137)	0		0	0	0	0	0	0			
4263	CHRISTMAS GIFTS FOR CHILDREN (Sec. 137)	0		0	0	0	0	0	0			
	TOTAL MAYORALTY EXPENDITURE	21,690	0	21,690	19,378	16,757	2,621	2,312	89			
1005	OTHER INCOME (MAYORALTY)	0		0	0	0	0	0	0			
	TOTAL MAYORALTY INCOME	0	0	0	0	0	0	0	0			
	NET MAYORALTY EXPENDITURE/INCOME	21,690	0	21,690	19,378	16,757	2,621	2,312	89			
201	PREMISES											
4501	BUILDING REPS/MAINT	14,000		14,000	55,408	9,333	46,075	-41,408	396	-43,864	362,499	
4509	CLEANING	8,500		8,500	5,744	5,667	77	2,756	68			
4601	RENT	0		0	0	0	0	0	0			
4602	RATES	21,740		21,740	21,332	21,740	-408	408	98			
4603	PWLB CAPITAL REPAYMENTS	24,360		24,360	12,778	12,780	-2	11,582	52			
4604	PWLB INTEREST REPAYMENTS	14,940		14,940	6,873	6,870	3	8,067	46			
4615	SERVICES, HEATING & LIGHTING	10,500		10,500	6,012	7,000	-988	4,488	57			
4616	MOVING COSTS	0		0	0	0	0	0	0			
4617	SUNDRIES	2,500		2,500	1,262	1,667	-405	1,238	50			
4620	HIRE OF FACILITIES (Inc. Garage)	7,100		7,100	3,030	4,733	-1,703	4,070	43			
	TOTAL PREMISES EXPENDITURE	103,640	0	103,640	112,439	69,790	42,649	-8,799	108			
1010	RENTAL INCOME	-15,750		-15,750	-15,800	-12,800	-3,000	50	100			
1011	OTHER INCOME (PREMISES)	0		0	-9	0	-9	9	0			
1020	PWLB INCOME	0		0	0	0	0	0	0			
	TOTAL PREMISES INCOME	-15,750	0	-15,750	-15,809	-12,800	-3,009	59	100			
	NET PREMISES EXPENDITURE/INCOME	87,890	0	87,890	96,630	56,990	39,640	-8,740	110			



FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2022/2023												
		ORIGINAL										
		BUDGET	VIREMENTS	REVISED	ACTUALS	BUDGET	VARIANCE	TOTAL	% OF	TO/(FROM)		
CODE		2022/2023	2022/2023	2022/2023	TO 30 NOV 2022/2023	TO 30 NOV 2022/2023	TO 30 NOV 2022/2023	BUDGET REMAINING 2022/2023	BUDGET TO DATE 2022/2023	RESERVES FOR INFO.	RESERVE CODE(S)	
	<b>SERVICES</b>											
301	NEWLETTERS	0		0	0	0	0	0	0			
4030	MISCELLANEOUS INSURANCES (Inc. Heritage)	9,000		9,000	8,829	9,000	-171	171	98			
4503	ALLOTMENTS - ADMINISTRATION	4,100		4,100	2,733	2,733	-0	1,367	67			
4504	ALLOTMENTS - PFR MAINTENANCE	3,000		3,000	988	2,000	-1,012	2,012	33			
4505	ALLOTMENTS - TKL MAINTENANCE	3,000		3,000	1,728	2,000	-272	1,272	58			
4540	MAINTENANCE OF BEACON	300		300	155	200	-45	145	52			
4550	LOCAL PROJECTS	4,000	-2,000	2,000	0	1,333	-1,333	2,000	0			
4551	NOTICE BOARDS	1,100		1,100	723	733	-10	377	66			
4552	BUS SHELTERS	500		500	0	333	-333	500	0			
4574	COMMUNITY RESILIENCE FUND	0		0	0	0	0	0	0			
4575	WARD GRANTS	19,800		19,800	11,562	13,200	-1,638	8,238	58	8,539	400	
4576	TOWN GRANTS	34,200		34,200	17,208	22,800	-5,592	16,992	50			
4578	PARKS, GARDENS & RECS - FLOWERBEDS	35,000		35,000	0	0	0	35,000	0			
4579	CHRISTMAS LIGHTING	30,000		30,000	1,639	1,650	-11	28,361	5	-461	405	
4580	CHRISTMAS FESTIVITIES	12,000		12,000	14,375	12,000	2,375	-2,375	120	-1,420	405	
4581	YOUTH FACILITIES	11,600	-8,000	3,600	1,575	2,400	-825	2,025	44			
4584	PARKS, GARDENS & RECS - TREES	20,000		20,000	0	0	0	20,000	0			
4585	PARKS, GARDENS & RECS - PLAY AREAS	35,000	9,000	44,000	26,392	29,333	-2,941	17,608	60			
4590	PARK BENCHES	500		500	0	333	-333	500	0			
4591	LITTER/SALT BINS, BOLLARDS & RAILINGS	2,250		2,250	0	1,500	-1,500	2,250	0			
4594	FAIRTRADE INITIATIVES	0	1,000	1,000	0	667	-667	1,000	0			
4595	TOURIST INFORMATION	5,000		5,000	670	3,333	-2,663	4,330	13			
4900	MAINTENANCE OF PUBLIC CLOCKS	500		500	0	333	-333	500	0			
4901	MAINTENANCE OF MEMORIALS	2,500		2,500	1,160	1,667	-507	1,340	46			
4903	TELEPHONE BOX	100		100	53	67	-14	47	53			
4904	CCTV MONITORING	25,200		25,200	20,654	18,900	1,754	4,546	82			
4905	CCTV MAINTENANCE	16,000		16,000	10,895	10,667	228	5,105	68	-7,883	403	
4998	AIR SHOW/ARMED FORCES DAY/JUBILEE	22,800		22,800	9,075	15,200	-6,125	13,725	40			
4999	CONTINGENCY	3,000		3,000	117	2,000	-1,883	2,883	4	-117	410	
	<b>TOTAL SERVICES EXPENDITURE</b>	<b>300,450</b>	<b>0</b>	<b>300,450</b>	<b>130,531</b>	<b>154,383</b>	<b>-23,852</b>	<b>169,919</b>	<b>43</b>			
1002	ALLOTMENT RENTS PFR	-5,000		-5,000	-5,960	-5,000	-960	960	119			
1003	ALLOTMENT RENTS TKL	-4,800		-4,800	-4,614	-4,800	186	-186	96			
1004	OTHER INCOME (SERVICES)	0		0	-84,955	0	-84,955	84,955	0	84,955	365,403,406	
	<b>TOTAL SERVICES INCOME</b>	<b>-9,800</b>	<b>0</b>	<b>-9,800</b>	<b>-95,529</b>	<b>-9,800</b>	<b>-85,729</b>	<b>85,729</b>	<b>975</b>			
	<b>NET SERVICES EXPENDITURE/INCOME</b>	<b>290,650</b>	<b>0</b>	<b>290,650</b>	<b>35,002</b>	<b>144,583</b>	<b>-109,581</b>	<b>255,648</b>	<b>12</b>			

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2022/2023												
		ORIGINAL		REVISED	ACTUALS	BUDGET	VARIANCE	TOTAL	% OF	TO/(FROM)		
		BUDGET	VIREMENTS	BUDGET	TO 30 NOV	TO 30 NOV	TO 30 NOV	BUDGET	BUDGET	TO DATE	RESERVES	
CODE		2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	FOR INFO.	RESERVE CODE(S)
401	FEES											
4713	CONSULTANTS FEES	0		0	0	0	0	0	0	0		
4714	EXTERNAL AUDIT FEES	2,100		2,100	1,600	2,100	-500	500	76			
4715	INTERNAL AUDIT FEES	1,000		1,000	984	1,000	-16	16	98			
4716	LEGAL/BALIFF FEES	0		0	4,425	0	4,425	-4,425	0			
4717	CARD RECEIPTS FEES	940		940	133	627	-494	807	14			
4718	SECURITY - TOWN HALL	10,000		10,000	0	6,667	-6,667	10,000	0			
	TOTAL FEES	14,040	0	14,040	7,142	10,393	-3,251	6,898	51			
402	MUSEUM/HERITAGE											
5006	M/H TRAINING	700		700	0	467	-467	700	0			
5007	M/H SUBSCRIPTIONS	450		450	118	300	-182	332	26			
5009	M/H ADVERTISING FOR STAFF	0		0	0	0	0	0	0			
5010	M/H EQUIPMENT/FURNITURE	400		400	333	267	66	67	83			
5011	M/H EXHIBIT REPAIRS	200		200	4,875	133	4,742	-4,675	2,438	-4,875	362	
5012	M/H HISTORIC COSTUMES	250		250	231	167	64	19	92			
5013	M/H NEW EXHIBITS	0		0	0	0	0	0	0			
5030	M/H MATERIALS/CONSUMABLES	1,500		1,500	933	1,000	-67	567	62			
5031	M/H PUBLICITY & PROMOTION	1,000		1,000	64	667	-603	936	6			
5032	M/H EVALUATION/PRESS COVERAGE	500		500	333	333	-333	500	0			
5033	M/H LEAFLETS/PUBLICATIONS	1,000		1,000	18	667	-649	982	2			
5035	M/H MERCHANDISE	2,000		2,000	639	1,333	-694	1,361	32			
5040	M/H SERVICES	1,500		1,500	1,572	1,000	-572	-72	105			
5041	M/H EVENTS	5,000		5,000	1,535	3,333	-1,798	3,465	31			
5042	M/H EXHIBITIONS	4,000		4,000	135	2,667	-2,532	3,865	3			
5043	M/H EDUCATION RESOURCES	500		500	754	333	421	-254	151			
5044	M/H WORKSHOPS	4,000		4,000	1,835	2,667	-832	2,165	46			
5070	M/H VOLUNTEERS EXPENSES	0		0	0	0	0	0	0			
5090	M/H HOSPITALITY	500		500	6	333	-327	494	1			
5091	M/H PROFESSIONAL FEES	6,000		6,000	0	4,000	-4,000	6,000	0			
5099	CONT. TO MUSEUM/HERITAGE RESERVE	0		0	0	0	0	0	0			
	TOTAL MUSEUM/HERITAGE EXPENDITURE	29,500	0	29,500	13,048	19,667	-6,619	16,452	44			
1030	M/H INCOME	-2,500		-2,500	-3,978	-1,667	-2,311	1,478	159			
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	-712	-2,000	1,288	-2,288	24			
1036	M/H DONATIONS	-700		-700	-200	-467	267	-500	29			
	TOTAL MUSEUM/HERITAGE INCOME	-6,200	0	-6,200	-4,890	-4,133	-757	-1,310	79			
	NET MUSEUM/HERITAGE EXP/INCOME	23,300	0	23,300	8,158	15,533	-7,375	15,142	35			

FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2022/2023												
		ORIGINAL		REVISED	ACTUALS	BUDGET	VARIANCE	TOTAL	% OF	TO/(FROM)		
		BUDGET	VIREMENTS	BUDGET	TO 30 NOV	TO 30 NOV	TO 30 NOV	BUDGET	BUDGET	TO/(FROM)		
CODE		2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	2022/2023	RESERVE	CODE(S)
	SUMMARY											
	TOTAL EXPENDITURE	973,500	0	973,500	640,989	600,690	40,299	332,511	66			
	TOTAL INCOME	-31,950	0	-31,950	-117,039	-26,867	-90,172	85,089	366			
	NET TOTAL	941,550	0	941,550	523,950	573,823	-49,873	417,600	56			
1176	PRECEPT	-915,510		-915,510	-610,340	-610,340	0	-305,170	67			
	TRANSFER TO / (FROM) RESERVES				34,874		34,874	-34,874	0	34,874	TOTAL	
	NET (SURPLUS) / DEFICIT	26,040	0	26,040	-51,516	-36,517	-14,999	77,556	0			
7001	TRANSFER TO RESERVES											
	Summary of Revenue Account:	Exp	Inc	Net	To/(From)		Total Net		Budget			
					Reserves		Exp/(Inc)		2022/23			
	ADMINISTRATION	358,451	-811	357,640	0		357,640		493,180			
	DEMOCRATIC COSTS	0	0	0	0		0		10,800			
	MAYORALTY	19,378	0	19,378	0		19,378		21,690			
	PREMISES	112,439	-15,809	96,630	-43,864		52,766		87,890			
	SERVICES	130,531	-95,529	35,002	83,613		118,615		290,650			
	FEES	7,142	0	7,142	0		7,142		14,040			
	MUSEUM/HERITAGE	13,048	-4,890	8,158	-4,875		3,283		23,300			
	PRECEPT	0	-610,340	-610,340			-610,340		-915,510			
	TOTAL	640,989	-727,379	-86,390	34,874		-51,516		26,040			

<b><u>RESERVES &amp; PROVISIONS AT 30 NOV 2022</u></b>			
		<b>BALANCE</b>	<b>BALANCE</b>
<b>CODE</b>		<b>AT 1/4/22</b>	<b>AT 30/11/22</b>
		<b>£</b>	<b>£</b>
<b>310</b>	GENERAL FUND	248,400	248,400
<b>340</b>	NEW SERVICES RESERVE	93,687	0
<b>362</b>	MUSEUM/HERITAGE RESERVE	211,413	163,130
<b>363</b>	TOURISM RESERVE	4,735	4,735
<b>365</b>	BUS SHELTERS	0	3,500
<b>383</b>	WARD GRANTS RESERVE	19,393	19,393
<b>385</b>	TOWN GRANTS RESERVE	3,036	3,036
<b>386</b>	FTC ELECTIONS	20,400	20,400
<b>387</b>	ARMED FORCES' DAY RESERVE	0	0
<b>390</b>	SALT BINS	6,168	6,168
<b>392</b>	LEAS FLOWER POWER	0	0
<b>393</b>	ANTI-LITTER CAMPAIGN	2,000	2,000
<b>396</b>	BENCHES	100	100
<b>400</b>	PLAY AREAS	100,000	235,085
<b>403</b>	CCTV EQUIPMENT/MAINTENANCE	0	20,202
<b>404</b>	CHRISTMAS EVENT (FTC)	0	0
<b>405</b>	CHRISTMAS EVENT (CHERITON)	2,249	1,369
<b>406</b>	NEIGHBOURHOOD FUND	36,938	56,448
<b>407</b>	LUNCHESES FOR CHILDREN	0	0
<b>408</b>	CHRISTMAS GIFTS FOR CHILDREN	2,217	2,217
<b>409</b>	COMMUNITY TRANSPORT	71,303	71,303
<b>410</b>	GUILDHALL UMBRELLA PROJECT	5,425	5,308
<b>499</b>	PROVISION FOR OUTSTANDING INVOICES	5,134	4,679
<b>TOTAL</b>		<b>832,598</b>	<b>867,473</b>

**Bank Reconciliation Statement as at 30/11/2022  
for Cashbook 1 - Current Bank Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
HSBC Current Account	30/11/2022	481	112,163.11
			<u>112,163.11</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			112,163.11
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			112,163.11
		<b>Balance per Cash Book is :-</b>	<b>112,163.11</b>
		<b>Difference is :-</b>	<b>0.00</b>

**APPROVED WARD GRANTS**  
**01/10/22-30/11/22**

DATE	RECIPIENT	PURPOSE	WARD	POWER	AMOUNT
APPROVED			CLLR		AWARDED
04/10/2022	Violet Films	Folkestone Documentary Festival 2022	C McConville	LGA 72, Sec 145	£200.00
12/10/2022	Folkestone Performing Arts Centre	Actor Training for Local Theatre Makers	B Walker	LGA 72, Sec 145	£100.00
12/10/2022	Play Areas Reserve	Folkestone Play Areas	B Walker	Open Spaces Act 1906 Sec 9 & 10	£150.00
19/10/2022	All Souls' Church Community Hall	Winter Warmer Sessions	R West	LGA 76, Sec 19	£150.00
19/10/2022	Folkestone Academy	Florida Trip - November 2023 (25 students)	N Keen	LGA 72, Sec 145	£674.00
21/10/2022	Cheriton Christmas Reserve	Cheriton Christmas Festivities	R West	LGA 72, Sec 145	£1,000.00
25/10/2022	All Souls' Church Community Hall	Winter Warmer Sessions	P Gane	LGA 76, Sec 19	£150.00
26/10/2022	Social Media for Schools	Stella Maris Social Media Management	D Jeffrey	LGA 72, Sec 145	£750.00
26/10/2022	Folkestone Fishing & Heritage Group	Samuel Plimsoil mural	M Lawes	LGA 72, Sec 145	£241.00
26/10/2022	Folkestone Academy	Florida Trip - November 2023 (25 students)	B Walker	LGA 72, Sec 145	£150.00
26/10/2022	Friends of St Mary's School	Playground Shelter	C McConville	LGA 76, Sec 19	£500.00
02/11/2022	Holy Trinity Parish Church	Christmas Tree and Nativity	B Walker	LGA 72, Sec 145	£100.00
09/11/2022	Holy Trinity Parish Church	Christmas Tree and Nativity	A Akuffo-Kelly	LGA 72, Sec 145	£150.00
09/11/2022	St Andrews Methodist Church	Warm Spaces	J Graham	LGA 76, Sec 19	£150.00
09/11/2022	St Andrews Methodist Church	Warm Spaces	P Gane	LGA 76, Sec 19	£150.00
09/11/2022	All Souls' Church Community Hall	Winter Warmer Sessions	P Bingham	LGA 76, Sec 19	£150.00
16/11/2022	St Mary and St Eanswythe Church	Restoration of Calvary, 1st World War Memorial	B Walker	LGA 72, Sec 145	£200.00
30/11/2022	All Souls' Church Community Hall	Winter Warmer Sessions	P Bingham	LGA 76, Sec 19	£100.00
30/11/2022	United Response	Christmas activities	P Bingham	LGA 72, Sec 145	£100.00
30/11/2022	RBL Cheriton and Morehall Branch	QE 11 Platinum Jubilee Tree Project	J Graham	LGA 72, Sec 133	£150.00
Please note the final three grants above had not been paid as at 30/11/22 and are therefore not included in the budget monitoring statement.					

<b>SUMMARY</b>									
<b>NAME</b>	<b>WARD</b>	<b>BALANCE AT START (INC. B/F FROM PREV. YEAR)</b>	<b>AMOUNT GRANTED TO DATE</b>	<b>AMOUNT LEFT TO GRANT AT 1/11/22</b>					
ABENA AKUFO-KELLY	Folkestone Central	£2,222.00	£1,400.00	£822.00					
ANN BERRY	Folkestone Broadmead	£887.00	£330.00	£557.00					
PAUL BINGHAM	Cheriton West	£1,334.00	£707.00	£627.00					
DAN BROOK	Folkestone Central	£4,082.00	£400.00	£3,682.00					
MICHELLE KEUTENIUS	East Folkestone	£1,688.00	£1,000.00	£688.00					
RAY FIELD	Folkestone Harbour	£3,189.00	£3,189.00	£0.00					
PETER GANE	Cheriton West	£3,320.00	£1,300.00	£2,020.00					
JONATHAN GRAHAM	Cheriton East	£3,892.00	£2,900.00	£992.00					
DAVID HORTON	Folkestone Central	£3,432.00	£350.00	£3,082.00					
DYLAN JEFFREY	East Folkestone	£1,913.00	£750.00	£1,163.00					
NICOLA KEEN	Folkestone Harbour	£1,064.00	£1,064.00	£0.00					
MARY LAWES	Folkestone Harbour	£941.00	£941.00	£0.00					
CONNOR MCCONVILLE	East Folkestone	£3,515.50	£1,300.00	£2,215.50					
JACKIE MEADE	East Folkestone	£1,538.00	£1,050.00	£488.00					
TIM PRATER	Folkestone Harvey West	£524.00	£0.00	£524.00					
BELINDA WALKER	Folkestone Central	£1,522.00	£1,420.00	£102.00					
RICHARD WALLACE	Folkestone Broadmead	£1,159.00	£200.00	£959.00					
ROGER WEST	Cheriton West	£2,970.00	£2,150.00	£820.00					
<b>TOTAL</b>		<b>£39,192.50</b>	<b>£20,451.00</b>	<b>£18,741.50</b>					
<b>Ward Grants Budget 2022/23</b>		£19,800							
<b>Ward Grants based on the following:</b>									
<b>Ward</b>	<b>Electorate</b>	<b>Per Ward</b>	<b>No. of Cllrs</b>	<b>Amount Per Cllr</b>	<b>Say</b>	<b>Total Per Ward</b>			
Broadmead	3,120	£1,774.66	2	£887.33	£887	£1,774			
Central	8,214	£4,672.14	4	£1,168.04	£1,168	£4,672			
Cheriton East	3,228	£1,836.09	1	£1,836.09	£1,836	£1,836			
Cheriton West	6,205	£3,529.42	3	£1,176.47	£1,177	£3,531			
East Folkestone	8,327	£4,736.41	4	£1,184.10	£1,184	£4,736			
Harbour	4,963	£2,822.96	3	£940.99	£941	£2,823			
Harvey West	753	£428.31	1	£428.31	£428	£428			
<b>Total</b>		<b>£19,800.00</b>	<b>18</b>			<b>£19,800</b>			

This report will be made public on  
8 December 2022

**Folkestone  
Town Council**



Report Number **F/22/324**

**To:** Finance & General Purposes Committee  
**Date:** 15 December 2022  
**Status:** Public Report  
**Responsible Officer:** Finance Officer

**SUBJECT: Allotments Charges**

**SUMMARY:** The report reviews allotments rules and charges for 2023/24.

**REASONS FOR RECOMMENDATION:**

- 1) The Council is required to assess the options for allotments rents.
- 2) The Council is required to recommend appropriate allotments rental charges for 2023/24.

**RECOMMENDATIONS:**

- 1) To receive and note report F/22/324
- 2) To consider allotment rents for 2023/24

*Aims and Objectives – FTC actively promotes allotment holding and welcomes the current large demand for allotments. If possible, we seek to find new land that is suitable to be turned into allotments to add to our sites at Tile Kiln Lane and Park Farm Road.*

*Financial Implications – None if the status quo is maintained.*

*Equal Opportunities – All tenants will be treated equally and with fairness.*



## 1. Background

- 1.1 The Community Services Committee conducted a ballot of allotment holders in 2015 to ascertain their preferred level of service and corresponding rental charges.
- 1.2 The ballot results indicated that tenants were clearly in favour of Option D (to retain the existing level of service and for the rent to remain at £0.556p per m<sup>2</sup>).

## 2. Current Position

- 2.1 The table below shows estimated revenue expenditure/income for the 2022/23 financial year based on a rent of £0.556p per m<sup>2</sup>:

Estimated Allotments Operating Costs for 2022/23		
Description of Cost	Amount	Notes
Maintenance & Utility Charges PKF £3,000 TKL £3,000	£6,000	Includes gates, fencing, hedge cutting and grass cutting, drainage, tree crowning and clearing, and metered water supply to each site.
Administration	£4,200	Cost of administration of allotments
<b>Total Cost</b>	<b>£10,200</b>	
Less Rents	£10,550	
<b>Operating Surplus</b>	<b>£350</b>	

- 2.2 In 2021/22, the service produced an operating surplus of £1,230, offsetting a deficit in the previous year. Estimates for the current year suggest a small operating surplus. This is an indication of the fluctuating nature of the net expenditure on this service. Whilst there is likely to be an increase in maintenance costs in 2023/24, the costs are not expected to exceed income and it is therefore recommended that the current rental charge is retained for next year and continues to be monitored on an annual basis.

## 3. Rent Review

- 3.1 Under the Allotments Act 1950 there is no requirement to exact a full, fair rent. Land let by a council for the purposes of allotment gardening shall be let at such a rent "as a tenant may reasonably be expected to pay for the land, taking into account the proposed letting terms".

- 3.2 The Council has previously indicated that it does not wish to subsidise the allotments service from its precept. This aim appears to have been achieved and therefore no further rent increase is recommended at this stage.

**4. Recommendation**

- 4.1 To maintain the status quo with the rent remaining at £0.556p per m<sup>2</sup> for 2023/24.

This report will be made public on 8 December 2022

**Folkestone  
Town Council**



Report Number **F/22/325**

**To: Finance and General Purposes Committee**  
**Date: 15 December 2022**  
**Status: Public Report**

**Responsible Officer: Finance Officer**

**Subject: FOLKESTONE TOWN COUNCIL – PROJECTED OUTTURN FOR 2022/23, BASE BUDGET AND GROWTH ITEMS FOR 2023/24**

**SUMMARY:**

This report projects the likely expenditure/income for the Council's revenue budget for 2022/23 and presents figures for a draft revenue budget for 2023/24, including proposed growth items for the Committee's consideration.

**REASONS FOR RECOMMENDATION**

The Committee is asked to consider the recommendations set out below because:

- i. the Council will need to agree a precept at its meeting on 11 January 2023.
- ii. the Council needs to identify a revenue budget, including growth items, for 2023/24.
- iii. the Committee closely monitors actual expenditure against approved budgets.
- iv. appropriate provision needs to be made to provide funding for approved growth services.

**RECOMMENDATIONS:**

- 1. To receive and note Report F/22/325.**
- 2. To determine the 2023/24 budget and to recommend the appropriate level of precept to the full Council in January 2023.**

*Aims and Objectives – To comply with Best Value and Quality Council legislation.*  
*Financial Implications – An overspend of around £49,080 is estimated for 2022/23.*

*Equal Opportunities – Equal access to services for all.*

*Environmental Impact – The environmental impact has been considered in the preparation of all budgets.*

## **1. INTRODUCTION AND BACKGROUND**

- 1.1 The Council has agreed a financial timetable to ensure that the precept is confirmed and notified to the Principal Council – Folkestone & Hythe District Council – in accordance with statutory dates.
- 1.2 As part of the Council's detailed monitoring of its revenue budget, the attached appendix projects expenditure to show a likely outturn for 2022/23, together with a projected draft base budget for 2023/24 and any proposed growth items which have been considered by service committees and put forward tonight.
- 1.3 The Committee needs to take into account the proposed level of increases for growth which, when added to the base budget, will determine the level of precept for 2023/24.

## **2. PROJECTED OUTTURN 2022/23**

- 2.1 The projected net revenue expenditure for the current year (2022/23), based on figures at the end of October 2022, is estimated to be around £964,590 (including transfers to/from reserves). This would represent an overspend of about £49,080, which will be taken from the Council's General Reserve.

## **3. BASE BUDGET 2023/24**

- 3.1 The base revenue budget for 2023/24, before any approved growth, is estimated to be £958,370 (including inflation). This represents an increase of approximately 1.79% on last year's budget of £941,550.

## **4. PROPOSED GROWTH ITEMS 2023/24**

- 4.1 No additional growth items for 2023/24 have been proposed by any committee.

## **5. PRECEPT**

- 5.1 Last year the Council agreed to meet £26,040 of the proposed budget from the General Reserve if required. The precept was therefore set at £915,510. Should the Property Tax Base remain unchanged (currently 14,413.77), a precept of £958,370 would represent an increase of 4.68%. The annual charge for a Band D property would be £66.49 (£1.28 per week). This would represent an increase of £2.97 per year (about 6p per week).

## **6. RECOMMENDATION**

- 6.1 The Finance and General Purposes Committee is asked to determine the budget and to recommend the required precept to the full Council.

FOLKESTONE TOWN COUNCIL - DRAFT BUDGET 2023/2024										
CODE		BASE BUDGET 2022/2023	ESTIMATED OUTTURN 2022/2023	ADJUSTED BASE BUDGET 2023/2024	INFLATION 2023/2024	RECURRING REVENUE GROWTH 2023/2024	NON-REC'G GROWTH ITEMS 2023/2024	BUDGET 2023/2024		
<b>101 ADMINISTRATION</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>		<b>£</b>
4001 SALARIES, PENSIONS & NI		454,300	496,500	508,500				508,500		
4002 TOTAL CONTRIBUTION PAY		5,000	4,000	5,000				5,000		
4004 STAFF WELLBEING		3,000	3,000	3,000				3,000		
4005 AGENCY STAFF		0	0	0				0		
4006 TRAINING (Staff)		3,000	3,000	3,000				3,000		
4009 ADVERTISING FOR STAFF		0	200	0				0		
4010 EQUIPMENT/FURNITURE NEW		2,000	3,000	2,000				2,000		
4013 BANK CHARGES		300	300	300				300		
4014 HR/H&S MANAGEMENT FEES		1,950	2,000	2,000	50			2,050		
4021 PRINTING		500	0	500				500		
4022 STATIONERY		1,000	1,200	1,200				1,200		
4024 PHOTOCOPYING		1,400	1,400	1,400				1,400		
4025 POSTAGE		1,000	750	1,000				1,000		
4026 TELECOMMUNICATION SERVICES		2,400	2,400	2,400				2,400		
4060 ICT SUPPORT		15,000	16,500	16,500				16,500		
4070 MISCELLANEOUS SUBSCRIPTIONS		700	700	700				700		
4071 CINQUE PORT FEDERATION SUB		360	360	360	10			370		
4072 SOCIETY OF LOCAL COUNCIL CLERKS		550	550	550	10			560		
4073 KENT ASSOC. OF LOCAL COUNCILS		2,360	2,330	2,330	50			2,380		
4080 PUBLIC TRANSPORT & CAR PARKS		250	250	250				250		
4103 SUBSISTENCE ALLOWANCES		200	150	200				200		
4104 CAR ALLOWANCES (Staff)		1,600	1,600	1,600				1,600		
4105 CAR ALLOWANCES (Volunteers)		0	0	0				0		
4712 ACCOUNTANCY SUPPORT		610	610	610	20			630		
4720 TO ALLOTMENTS ADMINISTRATION (4503)		-4,100	-4,200	-4,300				-4,300		
<b>TOTAL ADMIN. EXPENDITURE</b>		<b>493,380</b>	<b>536,600</b>	<b>549,100</b>	<b>140</b>	<b>0</b>	<b>0</b>	<b>549,240</b>		
1190 INVESTMENT INTEREST		-200	-7,500	-15,000				-15,000		
1199 OTHER INCOME		0	0	0				0		
<b>TOTAL ADMIN. INCOME</b>		<b>-200</b>	<b>-7,500</b>	<b>-15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-15,000</b>		
<b>NET ADMIN. EXPENDITURE/INCOME</b>		<b>493,180</b>	<b>529,100</b>	<b>534,100</b>	<b>140</b>	<b>0</b>	<b>0</b>	<b>534,240</b>		
<b>102 DEMOCRATIC COSTS</b>										
4007 TRAINING/CONFERENCE EXPS (Cllrs.)		500	0	500				500		
4081 CAR ALLOWANCES (Cllrs)		100	0	100				100		
4950 CTC REFLECTION FEES		0	0	0				0		
4951 FOLK TC REFLECTIONS (To Reserve)		10,200	10,200	10,200				10,200		
<b>TOTAL DEMOCRATIC COSTS EXP.</b>		<b>10,800</b>	<b>10,200</b>	<b>10,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,800</b>		

FOLKESTONE TOWN COUNCIL - DRAFT BUDGET 2023/2024												
CODE		BASE BUDGET 2022/2023	ESTIMATED OUTTURN 2022/2023	ADJUSTED BASE BUDGET 2023/2024		RECURRING REVENUE GROWTH 2023/2024	NON-RECG GROWTH ITEMS 2023/2024					BUDGET 2023/2024
		£	£	£		£	£					£
<b>103</b>	<b>MAYORALTY</b>											
4011	CLOTHING & UNIFORMS	600	600	600								600
4170	REGALIA - NEW	1,000	1,000	1,000								1,000
4171	REGALIA - REPAIR & MAINT.	400	1,050	400								400
4180	MAYOR'S INSTALLATION (Annual Meeting)	1,100	1,000	1,100								1,100
4181	REMEMBRANCE EVENTS	2,800	2,800	2,800								2,800
4182	CANADA DAY	2,550	3,350	2,850								2,850
4183	WILLIAM HARVEY COMMEMORATION	650	1,000	1,000								1,000
4184	HOLOCAUST DAY	320	320	320								320
4185	CINQUE PORT WARDEN	100	0	100								100
4249	COVER FOR CIVIC DRIVER	500	200	200								200
4250	FUEL/CHARGING CIVIC VEHICLE	500	300	500								500
4251	MTC/SERVICE/REPAIRS - EXTERNAL	150	150	150								150
4252	CAR INSURANCE	500	500	500								500
4253	CIVIC VEHICLE - GEN. CONTRIBS.	3,060	3,060	3,060								3,060
4255	MAYOR'S EXPENSES MAY-MAR	5,490	5,490	5,490								5,490
4256	MAYOR'S EXPENSES APR-MAY	1,100	920	1,100								1,100
4258	MISCELLANEOUS EVENTS (MAYORALTY)	0	2,100	0								0
4260	BURMA STAR (VJ DAY)	550	550	550								550
4261	NORMANDY VETERANS	320	200	320								320
	<b>TOTAL MAYORALTY EXPENDITURE</b>	<b>21,690</b>	<b>24,590</b>	<b>22,040</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>22,040</b>
1005	OTHER INCOME (MAYORALTY)	0	0	0								0
	<b>TOTAL PREMISES INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
	<b>NET PREMISES EXPENDITURE/INCOME</b>	<b>21,690</b>	<b>24,590</b>	<b>22,040</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>22,040</b>
<b>201</b>	<b>PREMISES</b>											
4501	BUILDING REPM/MAINT	14,000	14,000	14,000								14,000
4509	CLEANING	8,500	8,900	9,700								9,700
4602	RATES	21,740	21,340	21,340								21,740
4603	PWLB CAPITAL REPAYMENTS	24,360	25,560	25,560								25,560
4604	PWLB INTEREST REPAYMENTS	14,940	13,750	13,750								13,750
4615	SERVICES, HEATING & LIGHTING	10,500	14,000	17,000								17,000
4617	SUNDRIES	2,500	2,500	2,500								2,500
4620	HIRE OF FACILITIES (Inc Garage)	7,100	7,100	7,100								7,100
	<b>TOTAL PREMISES EXPENDITURE</b>	<b>103,640</b>	<b>107,150</b>	<b>110,950</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>111,350</b>

FOLKESTONE TOWN COUNCIL - DRAFT BUDGET 2023/2024											
CODE		BASE BUDGET 2022/2023	ESTIMATED OUTTURN 2022/2023	ADJUSTED BASE BUDGET 2023/2024	INFLATION 2023/2024	RECURRING REVENUE GROWTH 2023/2024	NON-REC'G GROWTH ITEMS 2023/2024	BUDGET 2023/2024			
1010	RENTAL INCOME	£	£	£	£	£	£	£			
1020	PWLB INCOME	-15,750	-15,800	-15,800				-15,800			
	TOTAL PREMISES INCOME	-15,750	-15,800	-15,800	0	0	0	-15,800			
	NET PREMISES EXPENDITURE/INCOME	87,890	91,350	95,150	400	0	0	95,550			
301	SERVICES										
4031	MISCELLANEOUS INSURANCES (Inc. Heritage)	9,000	8,830	9,000				9,000			
4503	ALLOTMENTS - ADMINISTRATION	4,100	4,200	4,300				4,300			
4504	ALLOTMENTS - PFR MAINTENANCE	3,000	3,000	3,000				3,000			
4505	ALLOTMENTS - TKL MAINTENANCE	3,000	3,000	3,000				3,000			
4840	MAINTENANCE OF BEACON	300	300	300				300			
4849	COMMUNITY EVENTS	0	0	0				0			
4850	LOCAL PROJECTS	4,000	2,000	4,000				4,000			
4851	NOTICE/INFORMATION/HERITAGE BOARDS	1,100	1,100	1,100				1,100			
4852	BUS SHELTERS	500	500	500				500			
4875	WARD GRANTS	19,800	19,800	19,800				19,800			
4876	TOWN GRANTS	34,200	34,200	34,200				34,200			
4878	PARKS, GARDENS & RECS - FLOWERBEDS	35,000	35,000	35,000				35,000			
4879	CHRISTMAS LIGHTING	30,000	18,000	17,000				17,000			
4880	CHRISTMAS FESTIVITIES	12,000	12,000	12,000				12,000			
4881	YOUTH FACILITIES	11,600	3,600	6,000				6,000			
4884	PARKS, GARDENS & RECS - TREES	20,000	20,000	20,000				20,000			
4885	PARKS, GARDENS & RECS - PLAY AREAS	35,000	56,000	35,000	2,000			37,000			
4890	PARK BENCHES	500	500	500				500			
4891	LITTER BINS, BOLLARDS & RAILINGS	2,250	2,250	2,250				2,250			
4894	FAIRTRADE INITIATIVES	0	1,000	0				0			
4895	TOURIST INFORMATION/VISITOR SERVICES	5,000	5,000	5,000				5,000			
4900	MAINTENANCE OF PUBLIC CLOCKS	500	500	500				500			
4901	MAINTENANCE OF MEMORIALS	2,500	2,500	2,500				2,500			
4903	TELEPHONE BOX	100	90	100				100			
4904	CCTV MONITORING	25,200	27,500	27,500	1,500			29,000			
4905	CCTV MAINTENANCE	16,000	17,000	20,000				20,000			
4998	AIR SHOW/ARMED FORCES DAY	22,800	10,000	12,000				12,000			
4999	CONTINGENCY	3,000	1,000	2,000				2,000			
	TOTAL SERVICES EXPENDITURE	300,450	288,870	276,550	3,500	0	0	280,050			
1002	ALLOTMENT RENTS PFR	-5,000	-5,950	-5,900				-5,900			
1003	ALLOTMENT RENTS TKL	-4,800	-4,600	-4,600				-4,600			
1004	OTHER INCOME (SERVICES)	0	0	0				0			
	TOTAL SERVICES INCOME	-9,800	-10,550	-10,500	0	0	0	-10,500			
	NET SERVICES EXPENDITURE/INCOME	290,650	278,320	266,050	3,500	0	0	269,550			

FOLKESTONE TOWN COUNCIL - DRAFT BUDGET 2023/2024										
CODE		BASE BUDGET 2022/2023	ESTIMATED OUTTURN 2022/2023	ADJUSTED BASE BUDGET 2023/2024		RECURRING REVENUE GROWTH 2023/2024	NON-REC'G GROWTH ITEMS 2023/2024			BUDGET 2023/2024
		£	£	£		£	£			£
401	FEES									
4713	CONSULTANTS FEES	0	0	0						0
4714	EXTERNAL AUDIT FEES	2,100	1,600	1,600	100					1,700
4715	INTERNAL AUDIT FEES	1,000	1,000	1,000	50					1,050
4716	LEGAL/BAILIFF FEES	0	4,430	0						0
4717	CARD RECEIPT FEES	940	250	940						940
4718	SECURITY - TOWN HALL	10,000	0	0						0
	TOTAL FEES	14,040	7,280	3,540	150	0	0			3,690
402	MUSEUM/HERITAGE									
5006	M/H TRAINING	700	700	700						700
5007	M/H SUBSCRIPTIONS	450	450	450						450
5009	M/H ADVERTISING FOR STAFF	0	0	0						0
5010	M/H EQUIPMENT/FURNITURE	400	400	400						400
5011	M/H EXHIBIT REPAIRS	200	200	200						200
5012	M/H HISTORIC COSTUMES	250	250	250						250
5013	M/H EXHIBITS	0	0	0						0
5030	M/H MATERIALS	1,500	1,500	1,500						1,500
5031	M/H PUBLICITY & PROMOTION	1,000	1,000	1,000						1,000
5032	M/H EVALUATION/PRESS COVERAGE	500	500	500						500
5033	M/H LEAFLETS/PUBLICATIONS	1,000	1,000	1,000						1,000
5035	M/H MERCHANDISE	2,000	2,000	2,000						2,000
5040	M/H SERVICES	3,500	3,500	3,500						3,500
5041	M/H EVENTS	5,000	5,000	5,000						5,000
5042	M/H EXHIBITIONS	5,000	5,000	5,000						5,000
5043	M/H EDUCATION RESOURCES	500	500	500						500
5044	M/H WORKSHOPS	4,000	4,000	4,000						4,000
5070	M/H VOLUNTEERS' EXPENSES	0	0	0						0
5090	M/H HOSPITALITY	500	500	500						500
5091	M/H PROFESSIONAL FEES	3,000	3,000	3,000						3,000
	TOTAL MUSEUM/HERITAGE EXPENDITURE	29,500	29,500	29,500	0	0	0			29,500
1030	M/H INCOME	-2,500	-4,500	-4,500						-4,500
1033	M/H GRANTS	0	0	0						0
1034	M/H TRANSFERS FROM RESERVES	0	0	0						0
1035	M/H RETAIL SALES	-3,000	-1,000	-2,000						-2,000
1036	M/H VISITOR DONATIONS	-700	-250	-500						-500
	TOTAL MUSEUM/HERITAGE INCOME	-6,200	-5,750	-7,000	0	0	0			-7,000
	NET MUSEUM/HERITAGE EXPENDITURE/INCOME	23,300	23,750	22,500	0	0	0			22,500



FOLKESTONE TOWN COUNCIL - DRAFT BUDGET 2023/2024									
		BASE BUDGET 2022/2023	ESTIMATED OUTTURN 2022/2023	ADJUSTED BASE BUDGET 2023/2024	RECURRING REVENUE GROWTH 2023/2024	NON-RECG GROWTH ITEMS 2023/2024	BUDGET 2023/2024		
CODE		£	£	£	£	£	£		
	<b>SUMMARY</b>								
	TOTAL EXPENDITURE	973,500	1,004,190	1,002,480			0	1,006,670	
	TOTAL INCOME	-31,950	-39,600	-48,300			0	-48,300	
	NET TOTAL	941,550	964,590	954,180			0	958,370	
1176	PRECEPT	-915,510	-915,510	-954,180				-958,370	
	TRANSFER TO/(FROM) RESERVES								
	NET (SURPLUS) / DEFICIT	26,040	49,080	0				0	