

# FOLKESTONE TOWN COUNCIL



The Town Hall  
1-2 Guildhall Street  
Folkestone  
Kent  
CT20 1DY

Telephone: (01303) 257946  
Email: [enquiries@folkestone-tc.gov.uk](mailto:enquiries@folkestone-tc.gov.uk)  
Web: [www.folkestone-tc.gov.uk](http://www.folkestone-tc.gov.uk)

**Date of Publication: 24 November 2023**

## AGENDA

Meeting: **Finance and General Purposes Committee**  
Date: **Thursday 30 November 2023**  
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 contact the Acting Town Clerk prior to the meeting.

Toni Brenchley

**T Brenchley**  
**Acting Town Clerk & Responsible Financial 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**

To receive the Minutes of the meeting of the Finance and General Purposes Committee held on 19 October 2023 and to authorise the Chair of the Committee to sign them as a correct record.

### **4. PERSONNEL SUB-COMMITTEE MINUTES**

The Committee is asked to receive and note the minutes of the Personnel Sub-Committee meeting held on the 31<sup>st</sup> August 2023.

## **5. RESOLUTIONS FROM COMMITTEES**

### **1. Climate & Environment Committee 3 October 2023:**

- i. That the current 2023/24 remaining tree planting budget of £4,891 be vired to General Reserves for the purpose of grounds maintenance.
- ii. That sponsorship of F & HDC owned flower and shrub beds ceases immediately and that the existing 2023/24 FTC earmarked budget of £33,264 is vired to General Reserves for the purpose of purchasing equipment and plants to maintain FTC planters.

## **6. SCHEDULE OF PAYMENTS**

The attached schedule details payments made between 1 September 2023 to 31 October 2023.

## **7. SCHEDULE OF RECEIPTS**

The attached schedule details receipts received between 1 September to 31 October 2023.

## **8. BUDGET MONITORING STATEMENT OCTOBER 2023**

The attached statement sets out details of the Town Council's provisional expenditure/income and earmarked reserves up to 31 October 2023.

## **9. BANK RECONCILIATION**

In line with financial regulations the bank reconciliation statement at 31 October 2023 is attached for information and the Chairman of the Committee to sign the bank reconciliation in accordance with best practice.

## **10. FEES AND CHARGES**

The attached schedule proposes fees and charges for Councillors consideration.

## **11. SAVINGS ACCOUNT APPLICATION**

To open a savings account with Cambridge Building Society following the end of Cambridge & Counties savings account application for Local Authorities.

## **12. MAYORAL CAR LEASE RENEWAL**

To discuss the renewal of the mayoral car lease due to expire in April 2024.

## **13. BUDGET 2024/25**

To consider the attached draft 2024/25 annual budget, future recommendations from the Acting Town Clerk and Finance Officer and growth items from committees.

### **i. Community Service Committee 3<sup>rd</sup> October 2023:**

That a proposed increase of £20,000 for the Christmas Lights budget be submitted to the Finance & General Services committee.

#### 14. WARD GRANTS

The Ward Grant approval list below is recommended to be approved by the committee.

<b>Organisation</b>	<b>Purpose</b>	<b>Amount</b>	<b>Councillor</b>	<b>Power</b>
Pavement Pounders Community Interest Company	Crossings Remembered	£200.00	L McGirr	LGA 72, Sec 145
Cheriton Bowls Club	New Mower for Green	£400.00	J Renshaw	LGA 72, Sec 133
Cheriton Bowls Club	New Mower for Green	£200.00	P Gane	LGA 72, Sec 133
Cheriton Bowls Club	New Mower for Green	£200.00	R West	LGA 72, Sec 133
South Kent Mind	Safe Spaces	£200.00	B Walker	LGA 72, Sec 137
Tyson Road Resident Association	Children's Xmas party on Friday 15th December 2023	£225.00	J Meade	LGA 72, Sec 145
Tyson Road Resident Association	Children's Xmas party on Friday 15th December 2023	£150.00	L McGirr	LGA 72, Sec 145
Tyson Road Resident Association	Children's Xmas party on Friday 15th December 2023	£150.00	N Keen	LGA 72, Sec 145
Tyson Road Resident Association	Children's xmas party on Friday 15th December 2023	£225.00	C McConville	LGA 72, Sec 145
The Real Power Of Music CIC	Music And The Body	£281.50	N Keen	LGA 72, Sec 145
The Real Power Of Music CIC	Music And The Body	£200.00	C Dickinson	LGA 72, Sec 145
Pavement Pounders Community Interest Company	Crossings Remembered	£200.00	C Dickinson	LGA 72, Sec 145

#### 15. WARD GRANT BALANCES

For information, the attached shows ward grant balances available to each Councillor as at 31<sup>st</sup> October 2023.

#### 16. DATE OF NEXT MEETING

14th December 2023 at 7pm.

Parking available for Councillors @ 6.00pm on the precinct area at the front of the Town Hall.

## **Finance & General Purposes Committee**

1. Cllr Belinda Walker
2. Cllr Nicola Keen
3. Cllr Jane Darling
4. Cllr Connor McConville
5. Cllr Adrian Lockwood
6. Cllr Bridget Chapman
7. Cllr Laura Davison
8. Cllr Christine Dickinson
9. Cllr Kieran Leigh
10. Cllr Tim Prater
11. Cllr Peter Gane



## **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, 19<sup>th</sup> October 2023 at 7.00 p.m.**

**PRESENT:** Councillors Belinda Walker, Connor McConville (Chair), Adrian Lockwood, Laura Davison, Kieran Leigh, Peter Gane and Tim Prater.

**ABSENT:**

**OFFICERS PRESENT:** Stephen Nash – Town Clerk  
Toni Brenchley – Deputy Town Clerk

### **1574. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Jane Darling, Bridget Chapman, Christine Dickinson and Nicola Keen.

### **1575. DECLARATIONS OF INTERESTS**

There were no declarations of interest.

### **1576. MINUTES**

The committee received the Minutes of the meetings of the Finance and General Purposes Committee held on 15 June and 31 August 2023.

**RESOLVED: That the Minutes of the meetings of the Finance and General Purposes Committee held on 15 June and 31 August 2023 be signed as a correct record, subject to the removal of Councillor Abena Akuffo-Kelly from those listed absent.**

Proposed: Councillor Peter Gane

Seconded: Councillor Tim Prater

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

### **1577. PERSONNEL SUB-COMMITTEE MINUTES**

The committee received the Minutes of the meeting of the Personnel Sub-Committee held on 27 July 2023.

**RESOLVED: That the Minutes of the meeting of the Personnel Sub-Committee held on 27 July 2023 be signed as a correct record.**

Proposed: Councillor Connor McConville

Seconded: Councillor Peter Gane

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

### **1578. TERMS OF REFERENCE**

**RESOLVED: The amended Terms of Reference be approved, subject to the following amendments:**

**Removal of item 1 b) and 1 c)**

**Amend 1 a) to: 'There will be a maximum of up to twelve members'**

Proposed: Councillor Tim Prater

Seconded: Councillor Peter Gane

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

**1579. SCHEDULE OF PAYMENTS**

The Committee considered the schedule of payments made between 1 August 2023 and 31 August 2023.

**RESOLVED: That the Schedule of Payments for the period 1 August 2023 to 31 August 2023 be approved.**

Proposed: Councillor Peter Gane

Seconded: Councillor Laura Davison

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

**1580. BUDGET MONITORING STATEMENT 2023/24**

The budget monitoring statement to the 31 August 2023 was received by the Committee.

The Committee requested that future Budget Monitoring Statements have a brief explanation next to any percentage increases for each budget heading.

Town Clerk to provide further information to the Committee on the overspends for Canada Day, the Civic Vehicle, Armed Forces Day, Rates and Elections.

**RESOLVED: That the Budget Monitoring Statement to 31 August 2023 be approved.**

Proposed: Councillor Laura Davison

Seconded: Councillor Belinda Walker

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

**1581. BANK RECONCILIATION**

**RESOLVED: That the bank reconciliation statement as at 31 August 2023 be received by the Committee**

Proposed: Councillor Peter Gane

Seconded: Councillor Adrian Lockwood

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

**1582. MINIBUS STANDING ORDERS REPORT**

**RESOLVED: To delete current recommendation 2 and replace with:**

**2. This committee further notes that the processes defined by statutory standing orders, this Council's Financial Regulations and Procurement Policy have been deliberately breached. In accordance with Financial Regulation 1.6 this is a disciplinary matter. This committee resolves to refer the Town Clerk and RFO's action to the Personnel Committee to consider if this action should be treated as gross misconduct under their contract of employment.**

Proposed: Councillor Tim Prater  
Seconded: Councillor Kieran Leigh  
Voting: F: 4, Ag: 0, Ab: 3

**RESOLVED: To receive and note Report F/23/343 and replaced recommendation 2**

Proposed: Councillor Tim Prater  
Seconded: Councillor Kieran Leigh  
Voting: F: 4, Ag: 0, Ab: 3

**1583. WARD GRANTS**

A list of ward grants approved by the Town Clerk between 1 August 2023 and 31 August 2023 was provided for the Committee's information and duly noted.

**1584. WARD GRANT BALANCES**

To approve the list of ward grants submitted and the ward grant balances available to each Councillor as at 31 August 2023 was provided for the Committee's information and duly noted.

**1585. APPROVAL OF ACCOUNTS 2022/23**

**RESOLVED: The Committee recorded its thanks to Phil Cross and Roland Domingo for successful completion of the Accounts and Annual Return for 2022/23**

Proposed: Councillor Tim Prater  
Seconded: Councillor Peter Gane  
Voting: F: 7, Ag: 0, Ab: 0

**1586. BUDGET 2024/25 AND NEW EQUIPMENT REPORT**

The committee considered the proposed budget and thanked the Finance Officer for circulating the draft budget so early in the process.

**RESOLVED: To note the draft budget**

Proposed: Councillor Laura Davison  
Seconded: Councillor Adrian Lockwood  
Voting: F: 7, Ag: 0, Ab: 0

*Laura Davison left the meeting at 7.55pm*

**RESOLVED: To call an emergency Full Council and Personnel Sub-Committee meeting to resolve the issue of new ways of working**

Proposed: Councillor Peter Gane  
Seconded: Councillor Tim Prater  
Voting: F: 3, Ag: 0, Ab: 3

**1587. THE ROYAL GURKHA RIFLES' FREEDOM PARADE**

The Town Clerk provided an outline of the proposed Freedom Parade by 2RGR on the 16<sup>th</sup> December 2023.

**1588. DATE OF NEXT MEETING:**  
30<sup>th</sup> November 2023 at 7.00pm

The meeting concluded at 8.27pm

Chair.....

Date.....



		Expenditure of £250 and above 01/09/2023 - 31/10/2023			
<b>FOLKESTONE TOWN COUNCIL PAYMENTS LIST 1 SEPTEMBER TO 31 OCTOBER 2023</b>					
<b>Date Paid</b>	<b>Supplier</b>	<b>Budget Code</b>	<b>Transaction Number</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
06/09/2023	Hysterical History	M/H Events	472	£400.00	Pirate themed Museum Workshop
06/09/2023	Castle Water Limited	TKL Allotment Maintenance	475	£567.38	Tile Kiln Lane allotment water usage August 2023
06/09/2023	Editall Ltd	Parks, Gardens & Recs - Play Areas	476	£1,020.00	Videography of 8x play areas for promotional events
06/09/2023	Harmer & Sons Grounds Maintenance Ltd	Parks, Gardens & Recs - Play Areas	479	£2,661.80	Carry out mowing and play inspections x8
12/09/2023	Peninsula	HR/H&S Management Fees	517	£397.07	HR service monthly cost
13/09/2023	All Souls Church	Ward Grants	481	£200.00	Fridge for community coffee mornings ward grant - supported by Cllr J Darling
13/09/2023	Screen South	Ward Grants	482	£250.00	Folkestone film documentary festival ward grant - supported by Cllr L McShane
13/09/2023	Ashford Borough Council	CCTV Monitoring	484	£2,876.54	CCTV monitoring 25 August - 24 October 2023
13/09/2023	Kent County Council	Parks, Gardens & Recs - Trees	486	£14,993.95	Tree planting scheme 2023-24
13/09/2023	GM Coachwork Ltd	Community Minibus (Reserve Use)	487	£5,000.00	Minibus deposit
13/09/2023	S Friedrich	M/H Events	488	£250.00	Fossil roadshow Museum workshop event
13/09/2023	Strank's Removals & Storage Ltd	M/H Services	494	£480.00	Removal and transport of Metropole Art Collection (200 works of art)
19/09/2023	Active Talent Agency	Christmas Festivities	497	£5,520.00	Band - East 17 for Christmas Lights Switch On Event on 18th November
20/09/2023	Baker Ross Ltd	M/H Materials/Consumables	498	£250.60	Craft Materials for Workshops
20/09/2023	Clifton Hotel Ltd	Local Projects	501	£1,116.00	Contribution towards the hotel for the Twinning arrangement
21/09/2023	Daisy Communications Limited	Telecommunication Services	579	£559.72	Telecommunication services monthly cost
25/09/2023	HSBC Current Account	Salaries, Pensions & NI	582	£23,454.94	Staff costs September 2023
25/09/2023	SSE Hydro Electric	Services, Heating & Lighting	583	£1,919.84	Town Hall electricity August 2023
25/09/2023	Leppard Cleaning	Cleaning	585	£807.50	Town Hall monthly cleaning
26/09/2023	HMRC	Salaries, Pensions & NI	586	£9,101.86	PAYE September 2023
26/09/2023	Kent Pension Fund	Salaries, Pensions & NI	587	£7,695.63	Employer's superannuation September 2023
27/09/2023	ADM Computing Services	ICT Support	504	£1,269.12	Various monthly IT services
27/09/2023	ICS Cool Energy Limited	Building Repairs/Maint	505	£877.20	Cooling system for building management system
27/09/2023	Martello Plastics Ltd	Hire of Facilities (inc. Garage)	506	£1,500.00	CCTV premise monthly rent
27/09/2023	Crosskeys Coaches Ltd	Local Projects	510	£340.00	Transport costs to pick up guests from airport for the Twinning arrangement
27/09/2023	GM Coachwork Ltd	Community Minibus (Reserve Use)	511	£68,255.00	Purchase of Accessible Minibus
27/09/2023	Harmer & Sons Grounds Maintenance Ltd	Parks, Gardens & Recs - Play Areas	513	£2,843.00	Play inspection x8 September 2023
27/09/2023	Nova Bussing Limited	Local Projects	515	£795.00	Transport to Airport for Twinning arrangement
29/09/2023	Debt Management Office	PWLB Capital Repayments	589	£13,403.61	PWLB capital and interest repayment September 2023
29/09/2023	Debt Management Office	PWLB Interest Repayments	589	£6,247.09	PWLB capital and interest repayment September 2023
05/10/2023	Entec Access Systems Ltd	Building Repairs/Maint	528	£336.00	Automatic door servicing at Town Hall

05/10/2023	Wrightsure Services Limited	Minibus Insurance	Expenditure of £250 and above 01/09/2023 to 31/10/2023	£2,110.22	Minibus annual insurance
05/10/2023	Strange Cargo Arts Company Limited	Town Grants	536	£2,500.00	The Resident Platform town grant
05/10/2023	Folkestone Gospel Singers	Town Grants	537	£800.00	Singing for Health town grant
05/10/2023	Screen South	Town Grants	538	£2,500.00	Folkestone Documentary Festival town grant
05/10/2023	Cheriton Baptist Church	Town Grants	539	£2,000.00	Urban Pastors town grant
05/10/2023	Disabled Friends and Family	Town Grants	540	£920.00	Disabled Cycling Project town grant
05/10/2023	St Eanswythe's CE Primary School	Town Grants	541	£767.11	Beach School Equipment town grant
05/10/2023	H G Wells Short Story Competition	Town Grants	542	£600.00	H G Wells Short Story Competition 2023
05/10/2023	Living Words Arts	Town Grants	543	£2,500.00	Wintering Project town grant
05/10/2023	Sunflower House	Town Grants	544	£2,000.00	Folke Art town grant
05/10/2023	Folkestone Optimist Hockey Club	Town Grants	545	£2,500.00	Schools Outreach Programme town grant
12/10/2023	Peninsula	HR/H&S Management Fees	631	£397.07	HR service monthly cost
18/10/2023	Daisy Communications Limited	Telecommunication Services	629	£559.72	Telecommunication services monthly cost
23/10/2023	SSE Hydro Electric	Services, Heating & Lighting	626	£1,770.97	Town Hall electricity September 2023
24/10/2023	Print 2 Media LTD	Local Projects	549	£302.40	BSL play signs to play parks 8x
24/10/2023	D-Techpro Ltd	M/H Services	550	£574.20	Annual service & calibration of museum enviromental measurement system
24/10/2023	F Newing	Building Repairs/Maint	562	£2,030.00	Refurbishment works at the bunker interim payment
24/10/2023	ADM Computing Services	Community Minibus (Reserve Use)	566	£888.00	Installation of updates, sophos, delivery and set up for laptops 4x
24/10/2023	ADM Computing Services	ICT Support	567	£1,470.00	Cyber essential annual certificate subscription
24/10/2023	ADM Computing Services	ICT Support	568	£1,274.52	Various monthly IT services
24/10/2023	Russell & Wheeler	Building Repairs/Maint	572	£600.00	Install socket outlets in the new cctv premise
24/10/2023	Harmer & Sons Grounds Maintenance Ltd	Building Repairs/Maint	574	£546.00	To supply van and labour to move items from Harmers to the new cctv premise
24/10/2023	Folkestone Printing	M/H Publicity & Promotion	575	£384.60	12 1m x 1m bus stop vinyls for promoting the Museum
24/10/2023	Folkestone Printing	Printing	576	£652.54	Bus stop advertisement posters - Want to advertise?
24/10/2023	Folkestone Printing	Community Minibus (Reserve Use)	577	£286.85	Volunteer minibuss drivers advertisement posters
24/10/2023	Visitor Services Officer Expenses	Hire of Facilities (inc. Garage)	624	£612.70	Work parking permit for Visitor officer
25/10/2023	Net wages	Salaries, Pensions & NI	622	£23,031.70	Staff costs October 2023
25/10/2023	Leppard Cleaning	Cleaning	623	£807.50	Town Hall cleaning October 2023
26/10/2023	HMRC	Salaries, Pensions & NI	620	£8,803.93	PAYE October 2023
26/10/2023	Kent Pension Fund	Salaries, Pensions & NI	621	£7,550.04	Employer's Superannuation October 2023
<b>PREPAID CARD REPLENISHMENT 24/10/2023:</b>					
21/09/2023	Disclosure Barring Service	Legal Fees	604, 605	£107.20	DBS checks for staff
21/09/2023	Folkestone & Hythe District Council	Hire of Facilities (inc. garage)		-409.20	Town Clerk car parking permit renewal
21/09/2023	Ebay	Sundries		-45.32	First aid training equipment
21/09/2023	Absolute Security	Building Repairs/Maint		-278.30	Replacemement padlocks 8x for allotments
21/09/2023	Wilko Limited	Sundries		-10.48	Double AA batteries
21/09/2023	Asda Stores Ltd	CCTV Maintenance		-12.00	DVD discs for cctv

21/09/2023	Asda Stores Ltd	Sundries	Expenditure of £250 and above 01/09/2023 - 31/10/2023	-4.75	Milk
21/09/2023	Asda Stores Ltd	Sundries		-8.70	Milk, air freshener
21/09/2023	Post Office Ltd	Postage		-3.90	Post letter
21/09/2023	Browns Victoria	Staff Wellbeing		-131.01	Staff trip meal Buckingham Palace visit
21/09/2023	WHSmith	CCTV Maintenance		-41.60	SD Cards for cctv cameras
22/09/2023	Solent Laptops Limited	Community Minibus (Reserve Use)		-1,302.00	Office laptops x4
22/09/2023	Asda Stores Ltd	Sundries		-1.20	Milk
27/09/2023	DefibWarehouse	Sundries		-77.94	Defibrillator electrode pads
27/09/2023	Post Office Ltd	Postage		-3.00	Letter posts
27/09/2023	Asda Stores Ltd	Sundries		-18.45	Biscuits and refreshments
28/09/2023	WHSmith	Office Stationery		-12.99	Notepads
28/09/2023	Anna's Tea Room	Local Projects		-220.00	Mechinagar afternoon tea
29/09/2023	Asda Stores Ltd	Sundries		-1.45	Milk
04/10/2023	Coastal Car Spares	Sundries		-9.00	Two cut keys for bunker
04/10/2023	Absolute Security	Sundries		-12.50	Two cut keys for bunker
05/10/2023	Association of Accounting Technicians	Staff Training		-161.00	AAT affiliate membership fee for Finance Officer
11/10/2023	Asda Stores Ltd	Sundries		-1.20	Milk
11/10/2023	Asda Stores Ltd	Sundries		-18.80	Toilet rolls
11/10/2023	Mayfair Newsagents	Sundries		-1.99	Milk
12/10/2023	Nuco Training	Staff Training		-348.00	First aid training
12/10/2023	Nuco Training	Staff Training		-45.00	Basic life support training certificates
24/10/2023	Collections Access & Development Officer Expenses	Hire of Facilities (inc. garage)		-512.00	Work parking permit for Museum Collections officer

<b>FOLKESTONE TOWN COUNCIL RECEIPTS LIST 1 SEPTEMBER TO 31 OCTOBER 2023</b>					
<b>Date</b>	<b>Customer Name</b>	<b>Budget Code</b>	<b>Transaction Number</b>	<b>Total</b>	<b>Transaction Detail</b>
01/09/2023	Museum Shop	M/H Retail Sales	184	£13.00	Various museum retail
01/09/2023	HSBC Deposit Account	Investment Interest	185	£273.45	Interest on savings August 2023
04/09/2023	Museum Shop	M/H Retail Sales	180, 181	£19.40	Various museum retail
06/09/2023	High Halden School	M/H Income	157	£100.00	Museum Workshop
06/09/2023	Tile Kiln Lane Allotment Tenant	TKL Allotment Rent	168	£77.22	TKL Alotment plot T53C 2023.24
06/09/2023	Museum Shop	M/H Retail Sales	169	£13.49	Various museum retail
07/09/2023	Folkestone & Hythe District Council	Precept	159	£476,485.00	Second half of precept 2023/24
08/09/2023	Park Farm Allotment Tenant	PFR Allotment Rent	182	£107.07	Park Farm P11A 2023.24
08/09/2023	Museum Shop	M/H Retail Sales	183	£117.70	Various museum retail
12/09/2023	Mundella School	M/H Income	156	£821.25	Museum Workshop
13/09/2023	Museum Shop	M/H Retail Sales	170	£9.95	Various museum retail
18/09/2023	Stella Maris Catholic Primary School	M/H Income	162	£450.00	Museum Workshops x6
20/09/2023	Park Farm Allotment Tenant	PFR Allotment Rent	172	£89.84	Park Farm P55B renewal 2023.24
20/09/2023	Museum Shop	M/H Retail Sales	173, 176, 177	£46.99	Various museum retail
26/09/2023	Museum Shop	M/H Retail Sales	174	£5.00	Postcards retail
28/09/2023	Folkestone Bookshop	Bus Shelter Advertisement Income	158	£330.00	Bus shelter annual advertisement at Tontine Street
28/09/2023	Silver Screen Cinema	Rental Income	163	£1,000.00	Lease of cinema paid monthly
28/09/2023	Museum Shop	M/H Retail Sales	175	£2.00	Keyring retail
29/09/2023	Park Farm Allotment Tenant	PFR Allotment Rent	178	£89.84	Park Farm plot P56A 2023.24
29/09/2023	Museum Shop	M/H Retail Sales	179	£121.50	Various museum retail
01/10/2023	HSBC Deposit Account	Investment Interest	186	£359.55	Interest on savings September 2023
02/10/2023	Folkestone & Hythe District Council	Investment Interest	189	£11,410.96	Investment interest April-Sept 2023
03/10/2023	Morehall Primary School	M/H Income	166, 167	£230.00	Fashionable Folkestone Workshop
04/10/2023	Museum Shop	M/H Income	194	£60.00	Museum workshops and talks
06/10/2023	Hawkinge Town Council	Training Income	190	£30.00	1st Aid Training
09/10/2023	Museum Shop	M/H Retail Sales	195	£13.50	Book retail sale
10/10/2023	Museum Shop	M/H Retail Sales	196	£3.95	Various museum retail
11/10/2023	Museum Shop	M/H Retail Sales	197	£1.25	Various museum retail
13/10/2023	Museum Shop	M/H Retail Sales	198	£2.25	Various museum retail
18/10/2023	Museum Shop	M/H Retail Sales	199, 200	£7.00	Various museum retail
19/10/2023	HSBC UK	Other Income (Premises)	160	£300.00	Hire of meeting room
19/10/2023	Martello Building Consultancy Ltd	Bus Shelter Advertisement Income	161	£330.00	Bus shelter annual advertisement at Tontine Street
19/10/2023	St. Paul's C Of E Primary School	M/H Income	165	£165.00	Rocks, Fossils and Dinosaurs Museum Workshop
20/10/2023	Museum Shop	M/H Retail Sales	201	£7.99	Various museum retail
24/10/2023	Museum Shop	M/H Retail Sales	202	£5.99	Quiz trail museum retail
25/10/2023	Compass Children's Homes Kent Ltd	M/H Income	164	£75.00	WW1 Museum Workshop
25/10/2023	Museum Shop	M/H Income	203	£28.00	Museum workshops and talks
26/10/2023	Silver Screen Cinema	Rental Income	191	£1,000.00	Lease of cinema paid monthly
26/10/2023	Museum Shop	M/H Donations	204	£5.00	Museum donation
31/10/2023	Smoke	Christmas Stall Income	193	£200.00	Market pitch at Christmas Event 2023
31/10/2023	Museum Shop	M/H Retail Sales	205	£19.35	Various museum retail, donations
31/10/2023	Museum Shop	M/H Donations	205	£15.00	Various museum retail, donations

**Folkestone Town Council Earmarked Reserves as at 31 October 2023**

<b>Earmarked</b>	<b>Opening Balance</b>	<b>Transfers</b>	<b>Spend</b>	<b>Receipts</b>	<b>Current Balance</b>
Tree Planting Reserve	20,000.00				20,000.00
Museum/Heritage Reserve	159,313.29		4,588.13		154,725.16
Tourism Reserve	4,735.00				4,735.00
Provision for Bus Shelters	3,500.00				3,500.00
Town Grants Reserve	4,253.00				4,253.00
FTC Elections Reserve	30,600.00		30,600.00		0.00
Armed Forces' Day Reserve	3,445.00	-6,745.00		3,300.00	0.00
Provision for Salt Bins	6,168.49				6,168.49
Provision for 'Folk Flower Power'	0.40				0.40
Provision for Anti-Litter Campaign	2,000.00				2,000.00
Provision for Benches	100.00				100.00
Provision for Play Areas	13,394.29		491.66		12,902.63
Provision for CCTV Equip/Maint	20,202.46		4,378.32		15,824.14
Provision for Christmas Lights/Events (Cheriton)	2,668.85		31.50	307.33	2,944.68
Neighbourhood Fund (CIL)	68,820.17				68,820.17
Christmas Gifts for Children	2,216.70				2,216.70
Community Transport	71,303.00		62,140.01		9,162.99
Guildhall Umbrella Project	2,308.00		5,030.00	3,112.91	390.91
Provision for Outstanding Invoices	4,678.55				4,678.55
Allotment deposits	0.00			450.00	450.00
<b>Total</b>	<b>419,707.20</b>	<b>-6,745.00</b>	<b>107,259.62</b>	<b>7,170.24</b>	<b>312,872.82</b>
<b>GENERAL FUND</b>					<b>701,432.37</b>
<b>TOTAL FUNDS</b>					<b>1,014,305.19</b>

**Earmarked Reserve Spent Breakdown:**

<b>Earmarked Reserve</b>	<b>Description</b>	<b>Amount</b>
Museum/Heritage Reserve	Museum model EWB Roman Villa	4,000.00
Museum/Heritage Reserve	Various workshop consumable purchases	588.13
		<b>4,588.13</b>
FTC Elections Reserve	Election costs 2023/24	<b>30,600.00</b>
Armed Forces' Day Reserve	Armed Forces' Day 2023/24 used to cover over expenditure budget	<b>6,745.00</b>
Provision for Play Areas	Post contract administrator surveyor services for play areas	<b>491.66</b>
Provision for CCTV Equip/Maint	CCTV camera at Cheriton Rec	<b>4378.32</b>
Provision for Christmas Lights/Events (Cheriton)	Cheriton lights trophy	<b>31.50</b>
Guildhall Umbrella Project	Installation of umbrella artwork at Guildhall St	5000
Guildhall Umbrella Project	Investigate debris falling from umbrella artwork	30
		<b>5030</b>

**FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2023/2024**

ORIGINAL BUDGET 2023/2024 £	VIREMENTS 2023/2024 £	REVISED BUDGET 2023/2024 £
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**ADMINISTRATION**

SALARIES, PENSIONS & NI	508,500		508,500
TOTAL CONTRIBUTION PAY	5,000		5,000
STAFF WELLBEING	3,000		3,000
STAFF TRAINING	3,000		3,000
ADVERTISING FOR STAFF	0		0
EQUIPMENT/FURNITURE NEW	2,000		2,000
INTERVIEW EXPENSES	0		0
BANK CHARGES	300		300
HR/H&S MANAGEMENT FEES	2,050		2,050
PRINTING	500		500
STATIONERY	1,200		1,200
PHOTOCOPYING	1,400		1,400
POSTAGE	1,000		1,000
TELECOMMUNICATION SERVICES	2,400		2,400
ICT SUPPORT	16,500		16,500
MISCELLANEOUS SUBSCRIPTIONS	700		700
CINQUE PORT FEDERATION SUB	370		370
SOCIETY OF LOCAL COUNCIL CLERKS	560		560
KENT ASSOC. OF LOCAL COUNCILS	2,380		2,380
PUBLIC TRANSPORT & CAR PARKS	250		250
SUBSISTENCE ALLOWANCES	200		200
CAR ALLOWANCES (Staff)	1,600		1,600
ACCOUNTANCY SUPPORT	630		630
TO ALLOTMENTS ADMINISTRATION (4503)	-4,300		-4,300
<b>TOTAL ADMIN. EXPENDITURE</b>	<b>549,240</b>	<b>0</b>	<b>549,240</b>

INVESTMENT INTEREST	15,000		15,000
<b>TOTAL ADMIN. INCOME</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>

**NET ADMIN. EXPENDITURE/INCOME**                      **534,240**                      **0**                      **534,240**

**DEMOCRATIC COSTS**

TRAINING/CONFERENCE EXPS (Cllrs.)	500		500
CAR ALLOWANCES (Cllrs)	100		100
FTC REF/ELECTION FEES	0	30,600	30,600
FOLK TC REF/ELECTIONS (TO RESERVE)	10,200		10,200
<b>TOTAL DEMOCRATIC COSTS EXP.</b>	<b>10,800</b>	<b>30,600</b>	<b>41,400</b>

**MAYORALTY**

CLOTHING & UNIFORMS	600		600
REGALIA - NEW	1,000		1,000

ACTUALS TO 31 OCTOBER 2023/2024 £	TOTAL BUDGET REMAINING 2023/2024 £
--	--

283,628	224,872
	5,000
983	2,017
1,054	1,946
347	-347
1,255	746
66	-66
282	18
2,518	-468
943	-443
540	660
942	458
446	554
1,955	445
12,654	3,847
310	390
368	3
	560
2,390	-10
203	47
85	115
485	1,115
2,726	-2,096
	-4,300
<b>314,178</b>	<b>235,062</b>

13,906	1,094
<b>13,906</b>	<b>1,094</b>

**300,272**                      **233,968**

190	310
	100
30,600	0
13,587	-3,387
<b>44,377</b>	<b>-2,977</b>

0	600
1,177	-177

BUDGET TO DATE 2023/2024 %	BUDGET NOTES
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56	Staff costs, in line with the budget
0	Fire warden, first aid cover from staff payable in December
33	Staff educational events, eye tests
35	Safeguarding, first aid training, manual handling
#DIV/0!	Job advertisement costs
63	Office equipment purchases
#DIV/0!	No costs incurred
94	High cost to date due to increase in service charge
123	Introduced Peninsula as the new HR service
189	Bus advertisement printing
45	
67	Office printer lease, ink cartridges
45	Letter post, delivery charges
81	Telephone and broadband services. Work mobile phones 3x
	Various IT services, website technical support. High cost due to set up of two staff 2x this year
77	
44	FAPAC annual membership
99	Annual subscription, no further cost anticipated
0	No cost incurred
100	Annual subscription, no further cost anticipated
	High due to staff parking charge including weekend civic events
81	
42	Town Sergeant civic meal
30	Staff work mileage
	New accounts software from Rialtas to Scribe, no further costs anticipated
433	
0	No costs incurred
57	

93	Bank interest received
<b>93</b>	

**56**

38	Planning training for Councillors
0	
100	Fully utilised election reserve this year
133	Election costs higher than expected
<b>107</b>	

0	
118	New regalia equipment purchase

**FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2023/2024**

	ORIGINAL BUDGET 2023/2024 £	VIREMENTS 2023/2024 £	REVISED BUDGET 2023/2024 £
REGALIA - REPAIR & MAINT.	400		400
MAYOR'S INSTALLATION (Annual Meeting)	1,100		1,100
REMEMBRANCE SUNDAY	2,800		2,800
CANADA DAY	2,850		2,850
WILLIAM HARVEY COMMEMORATION	1,000		1,000
HOLOCAUST DAY	320		320
CINQUE PORT WARDEN	100		100
COVER FOR CIVIC DRIVER	200		200
FUEL/CHARGING CIVIC VEHICLE	500		500
MTCE/SERVICE/REPAIRS - EXTERNAL	150		150
CAR INSURANCE	500		500
CIVIC VEHICLE - GEN. CONTRIBS.	3,060		3,060
MAYOR'S EXPENSES MAY-MAR	5,490		5,490
MAYOR'S EXPENSES APR-MAY	1,100		1,100
BURMA STAR (VJ DAY)	550		550
NORMANDY VETERANS	320		320
<b>TOTAL MAYORALTY EXPENDITURE</b>	<b>22,040</b>	<b>0</b>	<b>22,040</b>

OTHER INCOME (MAYORALTY)	0	0	0
<b>TOTAL MAYORALTY INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>

**NET MAYORALTY EXPENDITURE/INCOME                      22,040                      0                      22,040**

**PREMISES**

BUILDING REPS/MAINT	14,000		14,000
CLEANING	9,700		9,700
RATES	21,740		21,740
PWLB CAPITAL REPAYMENTS	25,560		25,560
PWLB INTEREST REPAYMENTS	13,750		13,750
SERVICES, HEATING & LIGHTING	17,000		17,000
SUNDRIES	2,500		2,500
HIRE OF FACILITIES (inc. Garage)	7,100		7,100
<b>TOTAL PREMISES EXPENDITURE</b>	<b>111,350</b>	<b>0</b>	<b>111,350</b>

RENTAL INCOME	15,800		15,800
OTHER INCOME (PREMISES)	0		0
PWLB INCOME	0		0
<b>TOTAL PREMISES INCOME</b>	<b>15,800</b>	<b>0</b>	<b>15,800</b>

**NET PREMISES EXPENDITURE/INCOME                      95,550                      0                      95,550**

**SERVICES**

MISCELLANEOUS INSURANCES (inc. Heritage)	9,000		9,000
ALLOTMENTS - ADMINISTRATION	4,300		4,300
ALLOTMENTS - PFR MAINTENANCE	3,000		3,000

ACTUALS TO 31 OCTOBER 2023/2024 £	TOTAL BUDGET REMAINING 2023/2024 £
	400
915	185
	2,800
2,859	-9
1,222	-222
	320
	100
	200
224	276
125	25
	500
3,058	2
1,576	3,914
872	228
480	70
410	-90
<b>12,919</b>	<b>9,121</b>

	0
<b>0</b>	<b>0</b>

**12,919                      9,121**

13,309	691
5,833	3,868
25,195	-3,455
13,404	12,156
6,247	7,503
13,672	3,328
1,413	1,087
5,697	1,403
<b>84,770</b>	<b>26,580</b>

12,230	3,570
550	-550
	0
<b>12,780</b>	<b>3,020</b>

**71,990                      550**

9,746	-746
	4,300
<b>716</b>	<b>2,284</b>

BUDGET TO DATE 2023/2024 %	BUDGET NOTES
0	
83	No further cost anticipated
0	Due to incur costs in November
100	Accurate annual budget set. No further cost to incur
122	Slightly underbudgeted, due to the cost of afternoon tea
0	Expected to incur cost in January
0	
0	
45	Mayoral car electrical charging
83	Repairs to regalia equipment
0	
100	Mayoral car annual lease. Accurate budget set
29	
79	
87	
128	Buffet cost slightly higher than expected
<b>59</b>	

#DIV/0!	
#DIV/0!	

**59**

95	Town Hall building repairs
60	Cleaning at Town Hall
116	Underbudgeted, to increase budget for next year
52	Payable in September and March
45	Payable in September and March
80	Increase in energy bills and energy rates
57	Premises expenses
80	Hire of storage spaces, staff parking permits
<b>76</b>	

77	Income from cinema tenant
#DIV/0!	Hire of meeting room
#DIV/0!	
<b>81</b>	

**75**

	Annual insurance renewal, underbudgeted, increase budget code for next year
108	
0	
<b>24</b>	Grass cutting, other maintenance

**FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2023/2024**

	ORIGINAL BUDGET 2023/2024 £	VIREMENTS 2023/2024 £	REVISED BUDGET 2023/2024 £
ALLOTMENTS - TKL MAINTENANCE	3,000		3,000
MAINTENANCE OF BEACON	300		300
LOCAL PROJECTS	4,000		4,000
NOTICE BOARDS	1,100		1,100
BUS SHELTERS	500		500
WARD GRANTS	19,800		19,800
TOWN GRANTS	34,200		34,200
PARKS, GARDENS & RECS - FLOWERBEDS	35,000		35,000
CHRISTMAS LIGHTING	17,000	32	17,032
CHRISTMAS FESTIVITIES	12,000		12,000
YOUTH FACILITIES	6,000		6,000
PARKS, GARDENS & RECS - TREES	20,000		20,000
PARKS, GARDENS & RECS - PLAY AREAS	37,000	492	37,492
PARK BENCHES	500		500
LITTER/SALT BINS, BOLLARDS & RAILINGS	2,250		2,250
TOURIST INFORMATION	5,000		5,000
MAINTENANCE OF PUBLIC CLOCKS	500		500
MAINTENANCE OF MEMORIALS	2,500		2,500
TELEPHONE BOX	100		100
CCTV MONITORING	29,000		29,000
CCTV MAINTENANCE	20,000	4,378	24,378
GUILDHALL UMBRELLA PROJECT	0	5,030	5,030
AIR SHOW/ARMED FORCES' DAY	12,000	6,745	18,745
COMMUNITY MINIBUS (RESERVE USE)		65,251	65,251
CONTINGENCY	2,000		2,000
<b>TOTAL SERVICES EXPENDITURE</b>	<b>280,050</b>	<b>81,927</b>	<b>361,977</b>

ALLOTMENT RENTS PFR	5,900		5,900
ALLOTMENT RENTS TKL	4,600		4,600
ALLOTMENT KEY INCOME	0		0
ALLOTMENT DEPOSITS	0		0
BUS SHELTER ADVERTISEMENT			
CHRISTMAS STALLS			
TRAINING INCOME			
OTHER INCOME (ARMED FORCES' DAY)	0		0
CHRISTMAS COLLECTION (RESERVE USE))	0		0
UMBRELLA PROJECT CONTRIBUTION	0		0
<b>TOTAL SERVICES INCOME</b>	<b>10,500</b>	<b>0</b>	<b>10,500</b>

**NET SERVICES EXPENDITURE/INCOME**                      **269,550**      **81,927**                      **351,477**

**FEES**

CONSULTANTS FEES	0		0
LEGAL/BAILIFF FEES	0		0

ACTUALS TO 31 OCTOBER 2023/2024 £	TOTAL BUDGET REMAINING 2023/2024 £
1,353	1,647
25	275
3,023	978
162	938
	500
1,748	18,052
17,087	17,113
1,736	33,264
	17,032
4,600	7,400
-250	6,250
15,109	4,891
25,403	12,089
	500
405	1,845
1,403	3,597
	500
150	2,350
66	34
17,785	11,215
7,628	16,750
5,000	30
32,874	-14,129
65,251	0
	2,000
<b>211,018</b>	<b>150,960</b>

4,882	1,018
4,340	260
80	-80
450	-450
660	-660
200	-200
30	-30
3,300	-3,300
307	-307
3,143	-3,143
<b>17,392</b>	<b>-6,892</b>

**193,625**                      **157,852**

1,083	-1,083
239	-239

BUDGET TO DATE 2023/2024 %	BUDGET NOTES
45	Grass cutting, other maintenance
8	
76	Mechinagar Sister Partnership celebration
15	Maintenance of notice boards
0	No cost incurred
9	
50	Higher town grants awarded than expected to date
5	Sponsorship of flowerbeds to Folkestone & Hythe District Council
0	Cost to start incurring in Novemebr/December
38	Cost to start incurring in Novemebr/December
-4	
76	Tree planting scheme, Community Services Committee has resolved to vire remaining budget to General Reserves
68	Play area inspections and maintenance
0	
18	
28	
0	
6	
66	Electricity costs in telephone box
61	CCTV monitoring cost in Ashford site
31	
99	No further costs to incur
	No further cost to incur, grant is due to be received in
175	November
	Community minibus costs, no budget set, reserve in use to cover the costs
100	
0	
<b>58</b>	

83	
94	
#DIV/0!	New income code
#DIV/0!	Allotment tenant refundable deposits
#DIV/0!	New income code
#DIV/0!	New income code
#DIV/0!	New income code
#DIV/0!	Income from sponsorships
#DIV/0!	Collections for Cheriton Christmas Lights
#DIV/0!	One-off project income received
<b>166</b>	

**55**

#DIV/0!	External professional service
#DIV/0!	Road closure notices



**FOLKESTONE TOWN COUNCIL - EXPENDITURE/INCOME 2023/2024**

	ORIGINAL BUDGET 2023/2024 £	VIREMENTS 2023/2024 £	REVISED BUDGET 2023/2024 £
EXTERNAL AUDIT FEES	1,700		1,700
INTERNAL AUDIT FEES	1,050		1,050
CARD RECEIPTS FEES	940		940
<b>TOTAL FEES</b>	<b>3,690</b>	<b>0</b>	<b>3,690</b>

ACTUALS TO 31 OCTOBER 2023/2024 £	TOTAL BUDGET REMAINING 2023/2024 £
	1,700
1,083	-33
263	677
<b>2,669</b>	<b>1,021</b>

BUDGET TO DATE 2023/2024 %	BUDGET NOTES
0	Paid in November
103	Slightly underbudgeted, no further cost to incur
28	
<b>72</b>	

**MUSEUM/HERITAGE**

M/H TRAINING	700		700
M/H SUBSCRIPTIONS	450		450
M/H EQUIPMENT/FURNITURE	400		400
M/H EXHIBIT REPAIRS	200		200
M/H HISTORIC COSTUMES	250		250
M/H NEW EXHIBITS	0	4,000	4,000
M/H MATERIALS/CONSUMABLES	1,500		1,500
M/H PUBLICITY & PROMOTION	1,000		1,000
M/H EVALUATION/PRESS COVERAGE	500		500
M/H LEAFLETS/PUBLICATIONS	1,000		1,000
M/H MERCHANDISE	2,000		2,000
M/H SERVICES	3,500		3,500
M/H EVENTS	5,000		5,000
M/H EXHIBITIONS	5,000		5,000
M/H EDUCATION RESOURCES	500		500
M/H WORKSHOPS	4,000	588	4,588
M/H VOLUNTEERS EXPENSES	0		0
M/H HOSPITALITY	500		500
M/H PROFESSIONAL FEES	3,000		3,000
CONT. TO MUSEUM/HERITAGE RESERVE	0		0
<b>TOTAL MUSEUM/HERITAGE EXPENDITURE</b>	<b>29,500</b>	<b>4,588</b>	<b>34,088</b>

295	405
	450
49	351
	200
	250
4,000	0
1,446	54
321	680
	500
	1,000
1,214	786
1,475	2,025
1,586	3,414
113	4,887
279	221
1,973	2,615
	0
11	489
	3,000
	0
<b>12,762</b>	<b>21,326</b>

42	
0	
12	
0	
0	
100	
96	
32	
0	
0	
61	
42	
32	
2	
56	
43	
#DIV/0!	
2	
0	
#DIV/0!	
<b>37</b>	

M/H INCOME	4,500		4,500
M/H RETAIL SALES	2,000		2,000
M/H DONATIONS	500		500
<b>TOTAL MUSEUM/HERITAGE INCOME</b>	<b>7,000</b>	<b>0</b>	<b>7,000</b>

3,828	672
1,352	648
64	436
<b>5,244</b>	<b>1,756</b>

85	
68	
13	
<b>75</b>	

<b>NET MUSEUM/HERITAGE EXP/INCOME</b>	<b>22,500</b>	<b>4,588</b>	<b>27,088</b>
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<b>7,518</b>	<b>19,570</b>
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<b>28</b>	
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**SUMMARY**

<b>TOTAL EXPENDITURE</b>	<b>1,006,670</b>	<b>117,116</b>	<b>1,123,786</b>
<b>TOTAL INCOME</b>	<b>48,300</b>	<b>0</b>	<b>48,300</b>
<b>NET TOTAL</b>	<b>958,370</b>	<b>117,116</b>	<b>1,075,486</b>

<b>682,692</b>	<b>441,094</b>
<b>49,323</b>	<b>-1,023</b>
<b>633,369</b>	<b>440,071</b>

<b>61</b>	
<b>102</b>	
<b>59</b>	

<b>PRECEPT</b>	<b>952,970</b>		<b>952,970</b>
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<b>476,485</b>	
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<b>NET (SURPLUS) / DEFICIT</b>	<b>5,400</b>	<b>117,116</b>	<b>122,516</b>
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<b>156,884</b>	
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# Folkestone Town Council

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

Name and Role (Clerk/RFO etc)

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Name and Role (RFO/Chair of Finance etc)

<b>A</b>	<b>Bank Reconciliation at 31/10/2023</b>		
	Cash in Hand 01/04/2023		653,879.75
	<b>ADD</b> Receipts 01/04/2023 - 31/10/2023		1,057,911.20
	<b>SUBTRACT</b> Payments 01/04/2023 - 31/10/2023		758,736.92
	<b>Cash in Hand 31/10/2023</b> (per Cash Book)		<b>953,054.03</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 31/10/2023	47.53	
	Old Credit Card 31/10/2023	0.00	
	Short Term Investment Account 31/10/2023	511,410.97	
	Museum Shop Float 31/10/2023	100.00	
	Credit Card (FairFX) 31/10/2023	1,447.15	
	HSBC Receipts Account 31/10/2023	2,695.56	
	HSBC Deposit Account 31/10/2023	321,437.14	
	HSBC Current Account 31/10/2023	115,915.68	
			<b>953,054.03</b>
	Less unrepresented payments		
			953,054.03
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>953,054.03</b>
	<b>A = B Checks out OK</b>		

Facility	Description Fees	2023/24	Charity Rate
Town hall	Hire of meeting room per hour	£18.00	£15.00
Town Hall	Hire of meeting room daily rate (09:30 - 16:00)	£110.00	£90.00
Museum	Hire of education space hourly rate (09:00 - 16:30)	£22.00	£11.00
Museum	Hire of education space daily rate (09:00-16:30)	£100.00	£50.00
Museum	Hire of education space evening rate (18:00 - 23:00)	£100.00	£50.00
Museum	Hire of education space weekend hourly rate (Sat, Sun, Bank Holidays)	£40.00	£25.00
Museum	Hire of education space weekend daily rate (Sat, Sun, Bank Holidays)	£140.00	£80.00
Museum	One hour Museum workshop	£100.00	
Museum	Two hour workshop including further hands-on, creative activities	£165.00	
Museum	Outreach fee to cover travel costs	£30.00	
Museum	<i>Multiple bookings 10x eligible for 25% discount</i>		
Museum Resources	Handling collection which includes handling bones, Roman and Iron Age pottery per session	£10.00	
Museum Resources	Large format full HD LED multi-touch screen at £10.00 per session	£10.00	
Allotments	Allotment returnable deposit (Covers remediation if required	£50.00	
Allotments	Variable sized plot per square metre	£0.56	
Bus Shelter	2-4 The Old High St, Folkestone CT20 1RW (Annual fee)	£350.00	
Bus Shelter	24 Shaftesbury Ave, Folkestone CT19 4LL (Annual fee)	£180.00	
Bus Shelter	93 Shaftesbury Ave, Folkestone CT19 4LL (Annual fee)	£330.00	
Bus Shelter	178 Sandgate Road, Folkestone CT20 2LQ (Annual fee)	£330.00	
Bus Shelter	Shornccliffe Road near Folkestone West station (Annual fee)	£330.00	
Bus Shelter	Shornccliffe Road near Pub (Annual fee)	£330.00	
Bus Shelter	Southern Way CT20 1PH (Annual fee)	£330.00	
Bus Shelter	Green opposite 106 Church Rd, Cheriton CT20 3EN (Annual fee)	£330.00	
Bus Shelter	Canterbury Road, CT18 7BG (Annual fee)	£330.00	
Bus Shelter	Church Road, CT20 3LF (Annual fee)	£330.00	
Bus Shelter	Weymouth Road, CT19 4HX (Annual fee)	£180.00	
Bus Shelter	2-4 The Old High St, Folkestone CT20 1RW (Three months max)	£150.00	
Bus Shelter	24 Shaftesbury Ave, Folkestone CT19 4LL (Three months max)	£125.00	
Bus Shelter	93 Shaftesbury Ave, Folkestone CT19 4LL (Three months max)	£125.00	
Bus Shelter	178 Sandgate Road, Folkestone CT20 2LQ (Three months max)	£125.00	
Bus Shelter	Shornccliffe Road near Folkestone West station (Three months max)	£125.00	
Bus Shelter	Shornccliffe Road near Pub (Three months max)	£125.00	
Bus Shelter	Southern Way CT20 1PH (Three months max)	£125.00	
Bus Shelter	Green opposite 106 Church Rd, Cheriton CT20 3EN (Three months max)	£125.00	
Bus Shelter	Canterbury Road, CT18 7BG (Three months max)	£125.00	
Bus Shelter	Church Road, CT20 3LF (Three months max)	£125.00	
Bus Shelter	Weymouth Road, CT19 4HX (Three months max)	£125.00	
FTC Events	Market stalls for FTC events (Armed Forces Day/Christmas Event)	£75.00	
Sponsorship Packages for FTC events	Gold (Promotion on our social media pages, and website, press release circulated to local and regional radio and many more)	£3,000.00	
Sponsorship Packages for FTC events	Silver (Regular mentions from the presenters through PA system on live radio and many more)	£2,000.00	
Sponsorship Packages for FTC events	Bronze (An advertising laminate on one of Folkestone Town Council bus shelter for one year and many more)	£1,000.00	

## **SPONSORSHIP PACKAGES**

### **FOLKESTONE CHRISTMAS LIGHTS SWITCH ON EVENT, FESTIVE LANTERN PARADE AND FIREWORK FINALE - SATURDAY 18<sup>TH</sup> NOVEMBER 2023 AT 2PM – 8PM**

#### **GOLD – THE FIREWORK DISPLAY £3000**

For this package you receive the following:

- Drinks and refreshments with the Mayor and Folkestone Town councillors prior to the event for you and 4 guests.
- Your organisation name and logo on all advertising banners and posters displayed around the town in the month leading up to the event, including Sandgate Road, motorway junction entry and exits and other local high-profile areas.
- An advertising laminate on one of Folkestone Town Councils bus shelters for an entire year, giving you very cost-effective advertising.
- Regular mentions from the presenters through the PA system and on the live radio outside broadcast KMFM highlighting your contribution to the event.
- Organisation details and logo included on the free event programme distributed to all event visitors.
- Promotion on our social media pages and web site for the month leading up to the event.
- Organisation details included in all Press Releases circulated to local and regional radio stations, press offices and television studios pre and post event.
- Certificate of support from Folkestone Town Council.

#### **GOLD – LIVE MUSIC FROM EAST 17 £3000**

For this package you receive the following:

- Drinks and refreshments with the Mayor and Folkestone Town councillors prior to the event for you and 4 guests.
- Your organisation name and logo on all advertising banners and posters displayed around the town in the month leading up to the event, including Sandgate Road, motorway junction entry and exits and other local high-profile areas.
- An advertising laminate on one of Folkestone Town Councils bus shelters for an entire year, giving you very cost-effective advertising.
- Regular mentions from the presenters through the PA system and on the live radio outside broadcast KMFM highlighting your contribution to the event.
- Organisation details and logo included on the free event programme distributed to all event visitors.

- Promotion on our social media pages and web site for the month leading up to the event.
- Organisation details included in all Press Releases circulated to local and regional radio stations, press offices and television studios pre and post event.
- Certificate of support from Folkestone Town Council.

#### **SILVER – STAGE AND LIGHTING £2000**

For this package you receive the following:

- Drinks and refreshments with the Mayor and Folkestone Town councillors prior to the event for you and 4 guests.
- An advertising laminate on one of Folkestone Town Councils bus shelters for an entire year, giving you very cost-effective advertising.
- Regular mentions from the presenters through the PA system and on the live radio outside broadcast KMFM highlighting your contribution to the event.
- Promotion on our social media pages and web site for the month leading up to the event.
- Certificate of support from Folkestone Town Council.

#### **SILVER – LOCAL BANDS AND LIVE ENTERTAINMENT £2000**

For this package you receive the following:

- Drinks and refreshments with the Mayor and Folkestone Town councillors prior to the event for you and 4 guests.
- An advertising laminate on one of Folkestone Town Councils bus shelters for an entire year, giving you very cost-effective advertising.
- Regular mentions from the presenters through the PA system and on the live radio outside broadcast KMFM highlighting your contribution to the event.
- Promotion on our social media pages and web site for the month leading up to the event.
- Certificate of support from Folkestone Town Council.

#### **BRONZE – LOCAL BANDS AND LIVE ENTERTAINMENT £1000**

For this package you receive the following:

- An advertising laminate on one of Folkestone Town Councils bus shelters for an entire year, giving you very cost-effective advertising.
- Regular mentions from the presenters through the PA system and on the live radio outside broadcast KMFM highlighting your contribution to the event.
- Promotion on our social media pages and web site for the month leading up to the event.
- Certificate of support from Folkestone Town Council.

# Council Saver

## About the account

The Council Saver is available to both Parish and Town Councils. The information below will give you an overview of the account, but please read the terms and conditions for all the details.

### Summary box (continued overleaf)

Account name	Council Saver	
What is the interest rate?	Minimum investment	Gross p.a. / AER %
	£1,000+	2.90
	Interest rates are variable. We calculate interest on the balance of your account at the end of each day. You earn interest from the day your funds are paid into your account, until the day before you withdraw your funds. Interest is paid annually on 31st December. You can keep up to date with interest rates by calling us on 0345 601 3344 or visiting <a href="http://cambridgebs.co.uk">cambridgebs.co.uk</a> .	
Can The Cambridge change the interest rate?	We may change interest rates at any time if we reasonably believe that the change is needed. For full details on how we can change interest rates and the notice we will give you, please see Condition 10 of our 'Terms and Conditions for Savers'.	
What would the estimated balance be after 12 months based on a £1,000 deposit?	The following projection assumes the account is opened on 1st January and no further deposits or withdrawals are made. Projections are for illustrative purposes only and do not take into account individual circumstances.	
	Deposit	Gross p.a. / AER %
	£1,000	2.90
		Estimated balance after 12 months
		£1,029.00

Summary box (continued)

How do I open and manage my account?	<p><b>Opening the account:</b></p> <ul style="list-style-type: none"><li>• open in branch or via post</li><li>• the minimum amount required to open the account is £1,000</li><li>• invest between £1,000 and £2,500,000</li><li>• available to Parish and Town Councils</li><li>• the account must be opened with a cheque drawn from a UK bank account bearing the name of your Council</li><li>• the overall maximum holding by any one Council with The Cambridge is £2,500,000</li></ul> <p><b>Manage the account:</b></p> <ul style="list-style-type: none"><li>• manage your account in branch or via post</li><li>• savings will only be accepted into the account via a cheque drawn from a UK bank account bearing the name of your Council</li><li>• you can view and amend your details online or via The Cambridge money app. Once registered you can also use our online services to manage your account</li></ul>
Can I withdraw money?	<p>You can withdraw cleared funds from your account, up to a maximum of twice a month, without giving notice or paying a fee. Withdrawals can only be made by cheque payable to your Council. Our normal branch limit for cheque withdrawals is £250,000. Larger cheque withdrawals are available upon request. We require at least four working days before cheques paid into your account can be drawn against.</p>
Additional information	<p>No tax will be automatically deducted from the interest paid on this account.</p> <p>Tax treatment and rate of interest payable may change in the future.</p>

The **Gross** rate is the contractual rate of interest payable before deduction of income tax at the rate specified by law.

The **Annual Equivalent Rate (AER)** is a notional rate which illustrates what the gross interest rate would be if interest was paid and added to the account annually.

14 days to change your mind

If in the first 14 days of opening your account, you decide the account you’ve chosen isn’t right for you, you can have your money back – without penalty. We’ll arrange to close the account and return your money or to switch your funds to another of our savings accounts. We’ll pay you interest on the balance of your account up to the day before closure at the appropriate Council Saver rate.

Before choosing this account, please read the special terms and conditions.

# Special terms and conditions

Effective from 1st September 2023.

## 1. Introduction

- 1.1 These special terms and conditions apply to every Council Saver account held with the Society. Our 'Terms and Conditions for Savers' also apply to the account. Where the terms and conditions are inconsistent with the special terms and conditions, these special conditions will apply.
- 1.2 In the special terms and conditions:
  - 'The Cambridge', 'the Society', 'we', 'us' and 'our' refer to The Cambridge Building Society; and
  - 'you' and 'your' refer to account signatories of savings accounts

## 2. Membership

- 2.1 Council Saver is a deposit account.
- 2.2 This account is only available to Parish and Town Councils.

## 3. Opening your account

Your account must be opened with a cheque from a UK bank account bearing the name of your Council.

## 4. Account operation

Your account must be operated by a minimum of two account signatories. The maximum number of account signatories is four.

## 5. Minimum and maximum investment

- 5.1 You must invest a minimum of £1,000 to open your account.
- 5.2 The maximum overall holding with the Society for Councils is £2,500,000.

## 6. Paying money into your account

- 6.1 You can add to the balance of your account at any time, subject to 5.2 above.
- 6.2 Once opened, additional funds will only be accepted into the account via a cheque drawn from a UK bank account bearing the name of the Council.
- 6.3 Cash or electronic payments will not be accepted.
- 6.4 We do not offer a cash exchange facility.

## 7. Withdrawals and account closure

- 7.1 You may make withdrawals from, or close your Council Saver at any time if the funds you wish to withdraw are cleared (see our 'Terms and Conditions for Savers' for more details on cleared funds).
  - 7.2 Withdrawals are restricted to a maximum of two in any calendar month. We will lift this restriction for account closure.
  - 7.3 Withdrawals from your account can only be made by cheque payable to your Council. This applies to partial withdrawals and account closure.
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## 8. Interest payments

- 8.1 We pay interest on your account annually on 31st December. When you open your account you must advise us if you want the interest added to your account, transferred to another account held with us, or transferred to another bank or building society. Where interest is paid to an account with another provider it will reach the account the day after payment.
- 8.2 You may change your payment of interest instructions by writing to us. We will require a minimum of 14 working days' notice to carry out this change.

## 9. Interest rates

Interest rates are variable (see our 'Terms and Conditions for Savers' for details on how we can change interest rates).

## Your Cambridge – we'll be here

We love the fact that every customer is different. And that's why we've designed a flexible range of services from children's savings through to mortgages... all of which can be tailored to your own unique needs. So if you'd like some help or advice with your current savings or any other financial matter, we'll be here.

**To find out more visit your nearest branch or call 0345 601 3344.**

### The Cambridge Building Society

Head Office, 51 Newmarket Road,  
Cambridge CB5 8EG

**0345 601 3344** [savings@cambridgebs.co.uk](mailto:savings@cambridgebs.co.uk)

FOLKESTONE TOWN COUNCIL - DRAFT BUDGET 2024/25																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
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FOLKESTONE TOWN COUNCIL - DRAFT BUDGET 2024/25														SUMMARY OF CHANGES:	
	REVISED ANNUAL BUDGET 2020/21	ACTUAL COSTS 2020/21	REVISED ANNUAL BUDGET 2021/22	ACTUAL COSTS 2021/22	REVISED ANNUAL BUDGET 2022/23	ACTUAL COSTS 2022/23		ANNUAL BUDGET 2023/24	DRAFT BUDGET 2024/25	RECURRING REVENUE GROWTH 2024/25	NON-REC'NG GROWTH ITEMS 2024/25	BUDGET 2024/25	2024/25 LESS 2023/24	2024/25 to 2023/24 in %	Notes
	£	£	£	£	£	£		£	£	£	£	£			
TOTAL PREMISES EXPENDITURE	102,400	89,224	103,900	174,482	103,640	164,464		111,350	131,910	-	-	131,910	20560	18	
RENTAL INCOME	15,660	3,700	15,660	16,000	15,750	15,800		15,800	15,900			15,900	100	1	When was the last time we increased cinema rent? Currently receiving £15,900 rent per year
MEETING ROOM HIRE									300			300	300	0	New income source, hiring of the meeting room
BUS ADVERTISEMENT INCOME	-	-	-	-	-	-		-	3,000			3,000	3000	0	Bus advertisements, per month, quarterly, yearly charge
TOTAL PREMISES INCOME	15,660	3,908	15,660	16,107	15,750	15,809		15,800	19,200	-	-	19,200	3400	22	
NET PREMISES EXPENDITURE/INCOME	86,740	85,316	88,240	158,375	87,890	148,655		95,550	112,710	-	-	112,710	17160	18	
SERVICES															
INSURANCES - PREMISES & PUBLIC LIABILITY (inc. Heritage)	9,800	10,030	11,000	8,556	9,000	8,829		9,000	9,800			9,800	800	9	Insurance for 2022/23 was £9.7k
ALLOTMENTS - ADMINISTRATION	4,100	3,800	4,100	4,090	4,100	4,090		4,300	4,300			4,300	0	0	
ALLOTMENTS - PFR MAINTENANCE	3,000	2,196	3,000	2,328	3,000	2,145		3,000	3,000			3,000	0	0	Grass cutting, water usage
ALLOTMENTS - TKL MAINTENANCE	3,000	4,302	3,000	2,722	3,000	3,127		3,000	3,000			3,000	0	0	Grass cutting, water usage
MAINTENANCE OF BEACON	250	720	300	25	300	155		300	300			300	0	0	
LOCAL PROJECTS	3,000	1,725	3,000	14	2,000	2,000		4,000	4,000			4,000	0	0	Freedome Parade
NOTICE/INFORMATION/HERITAGE BOARDS	1,000	-	7,000	6,814	1,100	723		1,100	1,000			1,000	-100	-9	
BUS SHELTERS	-	12,995	500	6,089	500	-		500	500			500	0	0	
WARD GRANTS	19,800	4,798	19,800	14,992	19,800	27,013		19,800	19,800			19,800	0	0	
TOWN GRANTS	25,000	18,606	34,200	38,654	34,200	32,983		34,200	34,200			34,200	0	0	
PARKS, GARDENS & RECS - FLOWERBEDS	32,500	35,012	32,500	36,066	35,000	35,000		35,000	37,000			37,000	2000	6	Flowerbed costs in 2022/23 was £37k
CHRISTMAS LIGHTING	51,000	41,075	40,000	28,203	30,000	20,345		17,000	21,000		20,000	41,000	4000	24	Christmas lighting set up and emergency call outs. Community Services Committee put forward £20k increase budget for purchasing of new Christmas Lights
CHRISTMAS FESTIVITIES	12,000	721	12,000	8,824	12,000	18,973		12,000	15,000			15,000	3000	25	Fireworks not included in 2023/24 and 2024/25 budget
YOUTH FACILITIES	7,600	-	11,600	2,257	3,600	2,007		6,000	3,000			3,000	-3000	-50	Previously for Cilrs Cup, football tournament, Cricket tournament
PARKS, GARDENS & RECS - TREES	15,000	15,660	15,000	14,975	20,000	420		20,000	20,000			20,000	0	0	KCC Tree planting scheme, other tree works
PARKS, GARDENS & RECS - PLAY AREAS	-	6,790	25,000	34,180	44,000	270,770		37,000	37,000			37,000	0	0	Monthly play inspection, grass cutting, annual external play inspection, playground repairs
PARK BENCHES	200	1,280	500	387	500	-		500	500			500	0	0	Maintenance of Council owned benches 14x
LITTER BINS, BOLLARDS & RAILINGS	3,000	4,595	2,250	860	2,250	-		2,250	2,000			2,000	-250	-11	Groundsmen maintaining play area bins. Council does not own any bins
TOURIST INFORMATION/VISITOR SERVICES	10,000	10,445	9,000	2,114	5,000	3,782		5,000	5,000			5,000	0	0	Tourism adverts
MAINTENANCE OF PUBLIC CLOCKS	500	-	500	-	500	-		500	500			500	0	0	
MAINTENANCE OF MEMORIALS	2,500	1,950	2,500	1,680	2,500	1,160		2,500	2,000			2,000	-500	-20	
TELEPHONE BOX	100	58	100	91	100	93		100	120			120	20	20	Phone box electricity
CCTV MONITORING	25,500	25,000	25,000	25,175	25,200	27,439		29,000	-			-	-29000	0	Terminated Ashford Monitoring Centre contract
CCTV MAINTENANCE	15,000	62,850	18,000	19,256	16,000	27,962		20,000	25,000			25,000	5000	0	CCTV maintenance annual contract service, new cctv set up costs in-house
COMMUNITY MINIBUS MAINTENANCE								-				-	0	0	Community Transport reserve use
COMMUNITY MINIBUS INSURANCE												-	0	0	Community Transport reserve use
MISCELLANEOUS SERVICES					-	5,000		-				-	0	0	£5k in 2022/23 was for the umbrella scheme deposit
AIR SHOW/ARMED FORCES DAY	22,800	-	22,800	6,116	22,800	9,397		12,000	30,000			30,000	18000	150	Spent £32k for AFD in 2023/24
ELECTRICAL CHARGING VEHICLES									1,000			1,000	1000		Electrical charging for the mayoral car and minibus
CONTINGENCY	3,000	87	3,000	-	3,000	117		2,000	2,000			2,000	0	0	
TOTAL SERVICES EXPENDITURE	279,650	277,880	306,650	264,796	300,450	503,530		280,050	281,020	-	20,000	301,020	970	0	
ALLOTMENT RENTS PFR	5,000	5,312	5,000	5,412	5,000	5,960		5,900	5,100			5,100	-800	-14	2% RPI increase for each allotment plot. Reduced from last year due to deposit and keys not being refunded in previous years.
ALLOTMENT RENTS TKL	4,800	4,805	4,800	4,958	4,800	4,674		4,600	4,850			4,850	250	5	2% RPI increase for each allotment plot. Reduced from last year due to deposit and keys not being refunded in previous years.
ARMED FORCES DAY SPONSORSHIPS									3,000			3,000	3000		New income source - Sponsorships from local organisations
ARMED FORCES DAY GRANT INCOME															
CHRISTMAS STALLS									1,000			1,000	1000		New income source - Christmas stalls income for Christmas Lights Opening event
CHRISTMAS LIGHTS DONATIONS															
CHRISTMAS CHERITON DONATIONS															
CCTV INCOME									300			300			Insurance companies requesting viewing of customer incident
TOTAL SERVICES INCOME	9,800	234,055	9,800	28,742	9,800	123,128		10,500	14,250	-	-	14,250	3750	36	
NET SERVICES EXPENDITURE/INCOME	269,850	43,825	296,850	236,054	290,650	380,402		269,550	266,770	-	20,000	286,770	-2780	-1	
FEES															
CONSULTANTS FEES	-	-	-	-	-	-		-	500			500	500		Professional advice from external services
EXTERNAL AUDIT FEES	2,000	2,000	2,500	2,000	2,100	1,600		1,700	2,200			2,200	500	29	External auditor fee £2.1k relating year 2022/23
INTERNAL AUDIT FEES	1,500	877	1,000	884	1,000	984		1,050	800			800	-250	-24	New internal auditor, Mulberry & Co with lower fee
LEGAL/BAILIFF FEES	-	-	-	-	-	4,425		-	1,000			1,000	1000		Event planning permission, DBS checks for staff and volunteers
CARD RECEIPT FEES	940	11	940	42	940	235		940	940			940	0	0	
TOTAL FEES	14,440	2,888	14,440	3,160	14,040	7,244		3,690	5,440	-	-	5,440	1,750	47	
MUSEUM/HERITAGE															
M/H TRAINING	700	-	700	723	700	-		700	-			-	-700	-100	
M/H SUBSCRIPTIONS	450	380	450	578	450	335		450	450			450	0	0	Visitor Accreditation, Museum Association Membership, , AIM subscription, GEM Membership
M/H EQUIPMENT/FURNITURE	400	6,139	400	2,296	400	410		400	400			400	0	0	
M/H EXHIBIT REPAIRS	200	-	200	109	200	4,875		200	200			200	0	0	
M/H EXHIBITS	-	1,654	-	-	-	245		-	-			-	0	0	
M/H COLLECTIONS CARE	1,500	1,407	1,500	1,084	1,500	1,542		1,500	1,500			1,500	0	0	Change budget name to Conservations & Repairs
M/H AUDIENCE DEVELOPMENT	1,000	39	1,000	3	1,000	537		1,000	1,000			1,000	0	0	
M/H EVALUATION/PRESS COVERAGE	500	-	500	-	500	-		500	-			-	-500	-100	

[illegible]

**WARD GRANT SUMMARY AS AT 31 OCTOBER 2023**

NAME	WARD	BALANCE AT START (INC. B/F FROM PREV. YEAR)	AMOUNT GRANTED TO DATE	AMOUNT LEFT TO GRANT
ABENA AKUFFO-KELLY	Folkestone Central	£1,175.00	£0.00	£1,175.00
LAURA DAVISON	Folkestone Broadmead	£890.00	£295.50	£594.50
JOHN RENSHAW	Cheriton West	£1,185.00	£0.00	£1,185.00
CHARLIE BAIN SMITH	Folkestone Central	£1,175.00	£0.00	£1,175.00
ADRIAN LOCKWOOD	East Folkestone	£1,181.00	£150.00	£1,031.00
CHRISTINE DICKINSON	Folkestone Harbour	£934.00	£0.00	£934.00
PETER GANE	Cheriton West	£1,185.00	£0.00	£1,185.00
JANE DARLING	Cheriton East	£1,823.00	£200.00	£1,623.00
LIZ McSHANE	Folkestone Central	£1,175.00	£250.00	£925.00
LUCY McGIRR	East Folkestone	£1,181.00	£100.00	£1,081.00
NICOLA KEEN	Folkestone Harbour	£934.00	£502.50	£431.50
BRIDGET CHAPMAN	Folkestone Harbour	£934.00	£0.00	£934.00
CONNOR McCONVILLE	East Folkestone	£1,181.00	£0.00	£1,181.00
JACKIE MEADE	East Folkestone	£1,181.00	£0.00	£1,181.00
TIM PRATER	Folkestone Harvey West	£416.00	£100.00	£316.00
BELINDA WALKER	Folkestone Central	£1,175.00	£150.00	£1,025.00
KIERAN LEIGH	Folkestone Broadmead	£890.00	£0.00	£890.00
ROGER WEST	Cheriton West	£1,185.00	£0.00	£1,185.00
<b>TOTAL</b>		<b>£19,800.00</b>	<b>£1,748.00</b>	<b>£18,052.00</b>

Ward Grants Budget 2023/24		£19,800				
Ward Grants based on the following:						
Ward	Electorate	Per Ward	No. of Cllrs	Amount Per Cllr	Say	Total Per Ward
Broadmead	3,116	£1,780.06	2	£890.03	£890	£1,780
Central	8,228	£4,700.36	4	£1,175.09	£1,175	£4,700
Cheriton East	3,192	£1,823.47	1	£1,823.47	£1,823	£1,823
Cheriton West	6,225	£3,556.12	3	£1,185.37	£1,185	£3,555
East Folkestone	8,267	£4,722.64	4	£1,180.66	£1,181	£4,724
Harbour	4,904	£2,801.48	3	£933.83	£934	£2,802
Harvey West	728	£415.88	1	£415.88	£416	£416
Total		34,660	£19,800.00	18		£19,800