

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, 13 June 2024 at 7.00 p.m.

PRESENT: Councillors Belinda Walker, Nicola Keen, Jackie Meade, Connor McConville, Adrian Lockwood, Bridget Chapman, Laura Davison, Christine Dickinson, Kieran Leigh, Tim Prater and Peter Gane.

ABSENT:

OFFICERS PRESENT: Toni Brenchley – Town Clerk,
Roland Domingo – Finance Officer.

1656. APOLOGIES FOR ABSENCE

Apologies received from Councillor Abena Akuffo-Kelly.

RESOLVED: To approve apologies from Councillor Abena Akuffo-Kelly.

Proposed: Councillor Jackie Meade

Seconded: Councillor Connor McConville

Voting: F: 11, Ag: 0, Ab: 0

1657. APPOINTMENT OF CHAIR

Nominations for the appointment of Chair of Finance and General Purposes Committee for the 2024/25 Municipal Year were sought.

RESOLVED: That Councillor Connor McConville be appointed as Chair of Finance and General Purposes Committee for the 2024/25 Municipal Year.

Proposed: Councillor Tim Prater

Seconded: Councillor Christine Dickinson

Voting: F: 11, Ag: 0, Ab: 0

1658. APPOINTMENT OF VICE CHAIR

Nominations for the appointment of Vice Chair of Finance and General Purposes Committee for the 2024/25 Municipal Year were sought.

RESOLVED: That Councillor Jackie Meade be appointed as Vice Chair of Finance and General Purposes Committee for the 2024/25 Municipal Year.

Proposed: Councillor Nicola Keen

Seconded: Councillor Adrian Lockwood

Voting: F: 11, Ag: 0, Ab: 0

1659. DECLARATIONS OF INTERESTS

Disclosable pecuniary interest received from Councillor Adrian Lockwood on Item 13.

1660. MINUTES

The Committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 18 April 2024 and authorised the Chair to sign them as a correct record.

RESOLVED: That the Minutes of the meeting of the Finance and General Purposes Committee held on 18 April 2024 be signed as a correct record.

Proposed: Councillor Christine Dickinson

Seconded: Councillor Nicola Keen

Voting: F: 11, Ag: 0, Ab: 0

1661. PERSONNEL SUB-COMMITTEE MINUTES

The Committee received and noted the Minutes of the Personnel Sub-Committee held on 15 February 2024, 18 April 2024 and 1 May 2024.

RESOLVED: That the Minutes of the meeting of the Personnel Sub-Committee Committee held on 15 February 2024, 18 April 2024 and 1 May 2024 be received and noted.

Proposed: Councillor Nicola Keen

Seconded: Councillor Peter Gane

Voting: F: 11, Ag: 0, Ab: 0

1662. REVIEW THE TERMS OF REFERENCE

In line with the Town Council's adopted Standing Orders, the Committee was asked to consider the terms of reference for the Finance and General Purposes Committee

RESOLVED: The amended Terms of Reference be approved.

Proposed: Councillor Connor McConville

Seconded: Councillor Jackie Meade

Voting: F: 11, Ag: 0, Ab: 0

1663. WORKING GROUPS 2024/25

The Committee was asked to approve nominations for the membership of the Folkestone Town Council/Folkestone & Hythe District Council Partnership Working Group for the Municipal Year 2024/25.

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

Proposed: Councillor Peter Gane

Seconded: Councillor Connor McConville

Voting: F: 11, Ag: 0, Ab: 0

1664. SCHEDULE OF PAYMENTS

The Committee considered the schedule of payments made between 1 April 2024 to 31 May 2024.

RESOLVED: That the Schedule of Payments for the period between 1 April 2024 to 31 May 2024 be approved.

Proposed: Councillor Nicola Keen
Seconded: Councillor Jackie Meade
Voting: F: 11, Ag: 0, Ab: 0

1665. SCHEDULE OF RECEIPTS

The Committee considered the schedule of receipts made between 1 April 2024 to 31 May 2024.

RESOLVED: That the Schedule of Receipts for the period 1 April 2024 to 31 May 2024 be accepted.

Proposed: Councillor Peter Gane
Seconded: Councillor Tim Prater
Voting: F: 11, Ag: 0, Ab: 0

1666. BUDGET MONITORING STATEMENT 2024/25

The statement of the Town Council's provisional expenditure/income and earmarked reserves up to the 31 May 2024 was received by the Committee.

RESOLVED: That the Budget Monitoring Statement to 31 May 2024 be approved.

Proposed: Councillor Connor McConville
Seconded: Councillor Christine Dickinson
Voting: F: 11, Ag: 0, Ab: 0

1667. BANK RECONCILIATION

The bank reconciliation statement as at 31 May 2024 was noted by the Committee and signed by Councillor Adrian Lockwood.

1668. TOWN HALL BUILDING REPAIRS UPDATE

The Town Clerk provided an update to the Committee on the progress regarding the Town Hall building repairs as follows:

Cllr Adrian Lockwood left the meeting.

Fire Escape - Martello Building Consultancy have produced existing plans and elevations and are now in the process of producing proposed plans. Repairs to the Green Room (above the fire escape) will also be addressed as part of the fire escape works.

Cllr Adrian Lockwood rejoined the meeting.

Work is ongoing for the electrics and quotations are being sought for improvements to the flagpole and installation of a lightening conductor.

Work is currently being undertaken on the flooring for the hallway outside the cinema staff room.

1669. CINEMA RENT REVIEW RENEWAL

The Deputy Clerk provided an update to the Committee on the current renewal of the Cinema Lease.

1670. MINIBUS SCHEME UPDATE

The Town Clerk provided an update on the Community Minibus Scheme. The Community Minibus Hire Policy was discussed, and it was agreed that the Town Clerk would investigate and clarify whether organisations hiring the minibus would also require a Section 19.

1671. ARMED FORCES DAY

An update was provided to Committee with regard to adequate insurance cover for the Air Show.

RESOLVED: To authorise insurance cover for the Armed Forces Day and Community Fun Day, premium of £8,000.

Proposed: Councillor Peter Gane
Seconded: Councillor Nicola Keen
Voting: F: 11, Ag: 0, Ab: 0

1672. WARD GRANTS

The Committee was asked to approve the Ward Grants list provided.

RESOLVED: To approve the organisations with the ward grant amounts listed below.

Organisation Name	Amount Awarded	Supported by
Folkestone Trawler Race	£250	Councillor Connor McConville
Folkestone Trawler Race	£300	Councillor Nicola Keen
Folkestone Trawler Race	£150	Councillor Lucy McGirr
Folkestone Trawler Race	£100	Councillor Jackie Meade
Folkestone Trawler Race	£200	Councillor Christine Dickinson
Folkestone Live	£250	Councillor Belinda Walker
Folkestone Live	£250	Councillor Liz McShane
Folkestone Live	£300	Councillor Laura Davison
The Park Farm Allotments Association	£250	Councillor Jackie Meade

Proposed: Councillor Kieran Leigh
Seconded: Councillor Peter Gane

Voting: F: 11, Ag: 0, Ab: 0

1673. WARD GRANT BALANCES

The Committee noted the Ward Grant balances as at 6 June 2024, which would be amended to reflect the Ward Grants approved at minute 1672.

1674. DATE OF NEXT MEETING:

22 August 2024 at 7.00pm

The meeting concluded at 08:07 pm

Chair.....

Date.....

DRAFT