

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 11 December 2025 at 7.00 p.m.

PRESENT:

Councillors Connor McConville (Chair), Jackie Meade, Tim Prater, Peter Gane, Adrian Lockwood, Kieran Leigh, Belinda Walker, Nicola Keen, Christine Dickinson and Bridget Chapman.

APOLOGIES:

Councillor Laura Davison

ABSENT:

Councillor Abena Akuffo-Kelly

OFFICERS PRESENT:

Toni Brenchley – Town Clerk
Karen Palmer – Finance Officer

1805. APOLOGIES FOR ABSENCE

Apologies received from Councillor Laura Davison.

RESOLVED: To approve apologies from Councillor Laura Davison

Proposed: Councillor Jackie Meade
Seconded: Councillor Nicola Keen
Voting: F: 10, Ag: 0, Ab:0

1806. DECLARATIONS OF INTERESTS

Councillor Tim Prater declared an interest in agenda item 10, as a Folkestone and Hythe District Councillor.

1807. MINUTES

The Committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 23 October 2025 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 23 October 2025 be signed as a correct record.

Proposed: Councillor Jackie Meade
Seconded: Councillor Bridget Chapman
Voting: F: 8, Ag: 0, Ab: 2

1808. SCHEDULE OF PAYMENTS

The Committee considered the schedule of payments made between 1 October 2025 and 30 November 2025.

RESOLVED: That the Schedule of Payments for the period 1 October to 30 November 2025 be accepted.

Proposed: Councillor Nicola Keen
Seconded: Councillor Belinda Walker
Voting: F:10, Ag: 0, Ab: 0

1809. SCHEDULE OF RECEIPTS

The Committee considered the schedule of receipts made between 1 October 2025 and 30 November 2025.

RESOLVED: That the Schedule of Receipts for the period 1 October 2025 to 30 November 2025 be accepted.

Proposed: Councillor Peter Gane
Seconded: Councillor Nicola Keen
Voting: F: 10, Ag: 0, Ab: 0

1810. BUDGET MONITORING STATEMENT 2025/26

The budget monitoring statement of income/expenditure and earmarked reserves up to the 30 November 2025 were received by the Committee.

RESOLVED: That the budget monitoring statement for the period 1 October to 30 November 2025 be accepted.

Proposed: Councillor Jackie Meade
Seconded: Councillor Bridget Chapman
Voting: F: 10, Ag: 0, Ab: 0

1811. BANK RECONCILIATION

The bank reconciliation statements as at 31 October and 30 November 2025 were noted by the Committee and signed by a Member other than the Chair.

RESOLVED: That the bank reconciliations for the periods October and November 2025 be accepted.

Proposed: Councillor Adrian Lockwood
Seconded: Councillor Jackie Meade
Voting: F: 10, Ag: 0, Ab: 0

1812. WARD GRANTS

Below is a list of Ward Grants received for Committee approval:

Strange Cargo	Charivari Day 2026	£200.00	L Davison
Strange Cargo	Charivari Day 2026	£500.00	J Darling

Strange Cargo	Charivari Day 2026	£300.00	A Akuffo Kelly
Strange Cargo	Charivari Day 2026	£100.00	L McGirr
Strange Cargo	Charivari Day 2026	£300.00	C Dickinson
Sunflower House	Warm Welcome	£500.00	J Meade

RESOLVED: To award the organisation with the Ward Grant amounts listed.

Proposed: Councillor Belinda Walker

Seconded: Councillor Peter Gane

Voting: F: 10, Ag: 0, Ab: 0

1813. WARD GRANT BALANCES

The Committee noted the Ward Grant balances as at 11 December 2025.

1814. INVESTMENT INCOME REVIEW F/25/403

The Committee received report F/25/403, with a recommendation from the Finance Officer regarding the investment with Folkestone and Hythe District Council.

RESOLVED: To continue monitoring investment income levels until the end of 2025/26 when the next payment is received from Folkestone & Hythe District Council, so a better comparison can be made before making a decision regarding the future of the current investments.

Proposed: Councillor Peter Gane

Seconded: Councillor Bridget Chapman

Voting: F: 10, Ag: 0, Ab: 0

1815. INTERIM AUDIT

The Committee received the interim audit report for the year 2025/26, including the auditor's report in accordance with best practice.

The Town Clerk and Finance Officer explained the steps that were being taken to address the points noted in the report.

RESOLVED: To accept and note the interim audit.

Proposed: Councillor Nicola Keen

Seconded: Councillor Belinda Walker

Voting: F: 10, Ag: 0, Ab: 0

1816. FIRE ESCAPE REPORT F/25/402

The Committee received report F/25/402 from the Town Clerk, an update on the replacement of the Town Hall Fire Escape.

RESOLVED:

i) **That Report F/25/402 be received and noted.**

- ii) To note the additional costs involved in the replacement of the Town Hall Fire Escape and to approve an increased budget from the Museum/Heritage Reserve.
- iii) That a total rent holiday of two months be approved for the Cinema due to the delay in works.

Proposed: Councillor Peter Gane

Seconded: Councillor Nicola Keen

Voting: F: 10, Ag: 0, Ab: 0

1817. ANNUAL BUDGET AND TAX BASE 2026/27 REPORT F/25/404

The Committee considered the attached draft 2026/27 annual budget, presenting a draft budget of £1,140,370.

RESOLVED: To receive report F/25/404 but to recommend a precept of £1,145,367 (an increase of 5.79% on the current Precept and resulting in a 3% increase on the Band D Council Tax Charge, equating to £73.22, an increase of £2.13).

Proposed: Councillor Tim Prater

Seconded: Councillor Nicola Keen

Voting: F: 10, Ag: 0, Ab: 0

1818. TOWN HALL/CINEMA BUILDING MAINTENANCE UPDATE

The Town Clerk updated the Committee regarding maintenance of the Town Hall / Cinema building.

Lightning Protection – Planning permission has been granted, and works will commence in the New Year once the costs for the required civil works have been obtained.

Fixed Electrical Certificate – Once the Fire Escape Works are complete, the areas identified for improvement can be addressed and a revised Fixed Electrical Certificate issued.

1819. DATE OF NEXT MEETING:

12th February 2026 at 7.00pm

The meeting concluded at 7.25pm

Chair.....

Date.....