

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 12 February 2026 at 7.00pm.

PRESENT:

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

APOLOGIES:

Councillor Tim Prater

ABSENT:

Councillor Abena Akuffo-Kelly

OFFICERS PRESENT:

Toni Brenchley – Town Clerk
Karen Palmer – Finance Officer

1820. APOLOGIES FOR ABSENCE

Apologies received from Councillor Tim Prater.

RESOLVED: To approve apologies from Councillor Tim Prater

Proposed: Councillor Belinda Walker
Seconded: Councillor Laura Davison
Voting: F: 10, Ag: 0, Ab:0

1821. DECLARATIONS OF INTERESTS

There were no declarations of interest.

1822. MINUTES

The Committee received the Minutes of the meeting of the Finance and General Purposes Committee held on 11 December 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 11 December 2025 be signed as a correct record.

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

1823. SCHEDULE OF PAYMENTS

The Committee considered the schedule of payments made between 1 December 2025 and 31 January 2026.

RESOLVED: That the Schedule of Payments for the period 1 December 2025 to 31 January 2026 be accepted.

Proposed: Councillor Jackie Meade
Seconded: Councillor Belinda Walker
Voting: F:10, Ag: 0, Ab: 0

1824. SCHEDULE OF RECEIPTS

The Committee considered the schedule of receipts made between 1 December 2025 and 31 January 2026.

RESOLVED: That the Schedule of Receipts for the period 1 December 2025 to 31 January 2026 be accepted.

Proposed: Councillor Peter Gane
Seconded: Councillor Christine Dickinson
Voting: F: 10, Ag: 0, Ab: 0

1825. BUDGET MONITORING STATEMENT 2025/26

The budget monitoring statement of income/expenditure and earmarked reserves up to the 31 January were received by the Committee.

The Finance Officer / Deputy Town Clerk gave the Committee a verbal update on the latest budget position.

RESOLVED: That the budget monitoring statement and reserves up to the 31 January be accepted.

Proposed: Councillor Jackie Meade
Seconded: Councillor Laura Davison
Voting: F: 10, Ag: 0, Ab: 0

1826. BANK RECONCILIATION

The bank reconciliation statements as at 31 December 2025 and 31 January 2026 were noted by the Committee and signed by a Member other than the Chair.

RESOLVED: That the bank reconciliations for the periods December 2025 and January 2026 be accepted.

Proposed: Councillor Adrian Lockwood
Seconded: Councillor Peter Gane
Voting: F: 10, Ag: 0, Ab: 0

1827. WARD GRANTS

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

Strange Cargo	Charivari Day 2026	£200.00	L McShane
OutdoorFolkey	Community-Led Outdoor Events for Local Residents	£300.00	L McShane
OutdoorFolkey	Community-Led Outdoor Events for Local Residents	£300.00	A Akuffo Kelly
OutdoorFolkey	Community-Led Outdoor Events for Local Residents	£100.00	B Walker
St Mary & St Eanswythe with St Saviour Parochial Church Council	Pew Cushions	£200.00	B Walker

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

Proposed: Councillor Peter Gane
 Seconded: Councillor Jackie Meade
 Voting: F: 10, Ag: 0, Ab: 0

1828. WARD GRANT BALANCES

The Committee noted the Ward Grant balances as at 12 February 2026.

1829. BANK STATEMENT CHECKS

The Committee was asked to appoint a Councillor to carry out monthly checks of bank statements against bank reconciliation reports.

RESOLVED: That Councillor Adrian Lockwood will attend the Town Hall to check the bank statements against the bank reconciliations before each Finance and General Purposes Committee meeting.

Proposed: Councillor Connor McConville
 Seconded: Councillor Jackie Meade
 Voting: F: 10, Ag: 0, Ab: 0

1830. SCALE OF FEES

The Committee received the schedule proposing revised fees for the Committees approval.

RESOLVED: To approve the proposed schedule of fees on the understanding that they will be put on the next agenda to be considered by the Community Services Committee.

Proposed: Councillor Peter Gane
 Seconded: Councillor Laura Davison
 Voting: F: 10, Ag: 0, Ab: 0

1831. TOWN HALL/CINEMA BUILDING MAINTENANCE UPDATE

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

Fire Escape works – Internal doors and gate to be fitted. Project should be completed within the next two weeks.

Lightning Protection works – Progressing and should be completed within the next two weeks.

Fixed Electrical Certificate – Remedial works to be completed once Fire Escape works are completed.

Improvements to ventilation in Collections Room – Grant application to be submitted to South East Museums Emergency Fund in April 2026.

1832. DATE OF NEXT MEETING:

16 April 2026 at 7.00pm

The meeting concluded at 7.20pm

Chair.....

Date.....