

## 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.....