

FOLKESTONE TOWN COUNCIL



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AGENDA

Meeting: **Grants Committee**
Date: **4 September 2025**
Time: **7.00 p.m.**
Place: **Council Offices, Town Hall, 1-2 Guildhall Street, Folkestone.**

To: **Grants Committee**
(All other Councillors for information only)

YOU ARE HEREBY SUMMONED to attend a meeting of the Grants 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 Town Clerk prior to the meeting.

Toni Brenchley
Town Clerk

1. **APOLOGIES FOR ABSENCE**
To receive and approve any apologies for absence.
2. **APPOINTMENT OF CHAIR**
To appoint a Chair for the Committee for the 2025/26 Municipal Year.
3. **APPOINTMENT OF VICE CHAIR**
To appoint a Vice Chair for the Committee for the 2025/26 Municipal Year.
4. **DECLARATIONS OF INTERESTS**
To receive any declarations of either personal or prejudicial interests that Members may wish to make.
5. **MINUTES**
To receive the Minutes of the Meeting of the Grants Committee held on 6 February 2025 authorise the Chair of the Committee to sign them as a correct record.
6. **REVIEW OF THE TERMS OF REFERENCE**
In line with Council's adopted standing orders, the Town Clerk has requested that members review the Terms of Reference for the Grants Committee. Any changes the Committee wishes to make will need to be approved by Full Council at a later meeting.

7. TOWN GRANT APPLICANTS

Applicants requesting town grants of £1000 or more will be asked to attend the meeting to answer any questions that the Committee may have. A schedule will be available at the meeting.

	Applicant	Purpose	
1	Folkestone Rescue	Rescue Boat	£2,500.00
2	Folkey Birth Club	FBC Postnatal Circle	£2,500.00
3	South Kent Mind	Healthy Eating on a Budget	£2,320.00
4	Touchbase Care	Touchbase Care Christmas Meal	£2,000.00
5	Grimston Area Community Group (GACG)	Accessibility and Engagement	£2,500.00
6	Disabled Friends and Family Association	Disabled children sports project	£850.00
7	Folkestone Twirlstars	Hall Hire and uniform	£2,500.00
8	Folkestone Gospel Singers	Singing For Health and Well-Being	£900.00
9	Folkestone Divers	Adult learn to swim project	£900.00
10	Gurkha Memorial Fund	10th Anniversary Ceremony of The Memorial	£2,500.00
11	Fourth Wall Folkestone	Design + Art Fair	£2,500.00
12	Folkestone Documentary Festival	Folkestone Documentary Festival 2025	£2,500.00
13	Folkestone Choral Society	Mozart Requiem	£2,500.00
14	2nd and 4th Cheriton Guides	International Trip to The Azores	£1,400.00
15	a:dress	ReWear The Revolution!	£1,605.00
16	Folkestone Festivals	Summer Season of Bands on Bandstand – 2026	£2,500.00
	Total		£32,475.00

EXCLUSION OF PRESS AND PUBLIC

The remainder of the Agenda has classified item 7 as disclosing exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) thereby excluding the press and public from the meeting whilst this item is debated. Press and members of the public should now leave.

8. TOWN GRANTS

Town Grant applications are assessed on merit against five categories. The Committee may propose a full award, reduced award or no award, based on the combined score and available budget.

9. DATE OF NEXT MEETING

Thursday, 5 February 2026



FOLKESTONE TOWN COUNCIL

MINUTES of the Grants Committee Meeting on 6th February 2025 at 7.00 p.m.

PRESENT: Councillors John Renshaw, Christine Dickinson, Belinda Walker, Lucy McGirr, Nicola Keen, Connor McConville, Abena Akuffo-Kelly, Kieran Leigh, Roger West, Bridget Chapman, Jane Daring.

APOLOGIES: Councillors Peter Gane, Adrian Lockwood, Laura Davison, Jackie Meade and Charles Bain Smith.

ABSENT: Councillors Liz McShane, Tim Prater.

OFFICERS PRESENT: Liz Timmins – Communities & Grants Officer
Jennifer Griffin – Administration Officer

146. APOLOGIES FOR ABSENCE

Councillors were asked to receive apologies from Councillors Peter Gane, Adrian Lockwood, Laura Davison, Jackie Meade and Charles Bain Smith.

RESOLVED: To accept the Apologies from Councillors Peter Gane, Adrian Lockwood, Laura Davison, Jackie Meade and Charles Bain Smith

Proposed: Councillor Roger West

Seconded: Councillor Belinda Walker

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

147. APPOINTMENT OF CHAIR

The Committee were asked to appoint a Chair for the Grants Committee for the 2025/26 Municipal Year.

RESOLVED: That Councillor Lucy McGirr be appointed Chair of the Grants Committee for the 2025/26 Municipal Year.

Proposed: Councillor Roger West

Seconded: Councillor Belinda Walker

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

148. APPONTMENT OF VICE CHAIR

The Committee were asked to appoint a Vice Chair for the Grants Committee for the 2025/26 Municipal Year.

RESOLVED: That Councillor Kieran Leigh be appointed Vice Chair of the Grants Committee for the 2025/26 Municipal Year.

Proposed: Councillor Roger West

Seconded: Councillor Nicola Keen

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

149. DECLARATIONS OF INTEREST

Councillor Nicola Keen declared a personal interest in Folkestone Rescue LTD.

150. REVIEW OF 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 Grants Committee. With the amendment of the quorum to one third.

RESOLVED: That the Terms of Reference be adopted for 2024/25.

Proposed: Councillor Roger West

Seconded: Councillor John Renshaw

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

151. TOWN GRANT APPLICATIONS

Applicants requesting town grants gave short presentations and answered any questions from the Committee members.

EXCLUSION OF PRESS AND PUBLIC

The remainder of the Agenda classified item 7 as disclosing exempt information under Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) thereby excluding the press and public from the meeting whilst this item is debated.

152. TOWN GRANTS

Town Grant applications were assessed on merit against five categories by each Councillor. Scores were then accumulated to calculate the award.

Strange Cargo to be awarded a town grant of £1,980

Strange Cargo to be awarded a town grant of £2,500

Folkestone Divers to be awarded a town grant of £900

Folkestone Rescue LTD to be awarded a town grant of £2,345

Emmaus Dover to be awarded a town grant of £520

Shepway Spectrum Arts to be awarded a town grant of £1,763

Folkestone Cricket Club to be awarded a town grant of £500

Chloe Scott Dance For Fun to be awarded a town grant of £1,000

Folkestone Music Town CIC to be awarded a town grant of £1,954

Folkestone Music CIC to be awarded a town grant of £0

Folkestone Music CIC to be awarded a town grant of £1,945

Proposed: Councillor Roger West
Seconded: Councillor Nicola Keen
Voting: F: 11, Ag:0 , Ab:0

- 153. DATE OF NEXT MEETING**
Thursday, 4th September 2025.

The meeting concluded at 9:00 pm

Chair

Date



FOLKESTONE TOWN COUNCIL

GRANTS COMMITTEE - TERMS OF REFERENCE

COMMITTEE STRUCTURE – ALL MEMBERS

1. To exercise the powers and duties of the Town Council in considering Town Council grant applications from various community groups in line with Council's adopted Grants Policy.
 - a) The Committee shall consist of all members of the Council and its quorum shall be 6.
 - b) The Committee shall meet no less than 2 times per year.
 - The meeting dates shall be approved annually by Council when setting the Schedule of Meeting Dates.
 - The grants budget shall be approved annually by Council and will be divided equally between the meetings regardless of whether it is an election year.
2. To consider and make recommendations:
 - a) Assessing applications independently on merit against five set categories:
 - Complying with FTC Grant Policy
 - Robustness of proposal
 - Financial planning
 - Scope & Sustainability
 - Personal assessmentScores will be accumulated and amounts calculated according to the percentage.
 - b) Ensuring the grants budget for the relevant financial year is not exceeded.
 - c) Monitoring the effectiveness of the Town Council's Grant allocation process.
3. To prepare budgetary forecasts, where necessary, on the above activity for inclusion in the Town Council's budget for the following financial year and consider these in the calculation of the precept.
4. To consider and make recommendations to the Council on any changes to these terms of reference that might be required to enable the committee to adapt to changing circumstances and be better prepared to carry out its mission.