



Agenda

Meeting: **Folkestone Parks and Pleasure Grounds Charity**
Date: **24 November 2021**
Time: **~~4.30 pm~~ Please note that after this agenda was published, the start time of meeting was changed, by the Leader, to 3pm**
Place: **Council Chamber - Civic Centre Folkestone**
To: Councillors John Collier, Ray Field, David Godfrey, Mrs Jennifer Hollingsbee, David Monk, Stuart Peall, Tim Prater, Lesley Whybrow and David Wimble

This meeting will be webcast live to the council's website at <https://folkestone-hythe.public-i.tv/core/portal/home>.

Although social distancing rules have been relaxed, for the safety of the public, elected members and staff, we will continue to seat members of the public approximately one metre apart. This means that there will be 13 seats available for members of the public, which will be reserved for those speaking or participating at the meeting. The remaining available seats will be given on a first come, first served basis.

All attendees at meetings are kindly asked to wear face coverings, unless they are addressing the meeting.

1. **Apologies for absence**
2. **Declarations of interest (Pages 3 - 4)**
3. **Minutes**

To agree the minutes of the meeting held on 20 January 2021 as a true record.

4. **Folkestone Parks and Pleasure Grounds Charity - Quarter 2 Budget Monitoring 2021/22**

This monitoring report provides a projection of the end of year financial position for the Folkestone Parks and Pleasure Grounds (FPPG) Charity

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Email: committee@folkestone-hythe.gov.uk or download from our website

www.folkestone-hythe.gov.uk

based on net expenditure to 31 August 2021.

5. **East Cliff feasibility study / proposals**

To receive a presentation from the Corporate Director – Housing and Operations.

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

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Minutes

Folkestone Parks and Pleasure Grounds Charity

Held at:	Zoom - remote meeting
Date	Wednesday, 20 January 2021
Present	Councillors John Collier, Ray Field, David Godfrey, Mrs Jennifer Hollingsbee, David Monk, Tim Prater, Lesley Whybrow and David Wimble
Apologies for Absence	Councillor Stuart Peall
Officers Present:	Andy Blaszkowicz (Director of Housing and Operations), Kate Clark (Case Officer - Committee Services), Ewan Green (Director of Place), Cheryl Ireland (Chief Financial Services Officer), Amandeep Khroud (Assistant Director), Susan Priest (Chief Executive), Charlotte Spendley (Director of Corporate Services) and Jemma West (Committee Service Specialist)
Others Present:	Tracey Moore, Hacker Young

1. **Declarations of interest**

There were no declarations at the meeting.

2. **Minutes**

The minutes of the meeting held on 22 January 2020 were submitted, approved and signed by the Chairman.

3. **Folkestone Parks and Pleasure Grounds Charity - Revenue Budget for 2021/22**

The report presented the Charity's budget statement of financial activities for the financial year ended 31 March 2022. The report also recommended fees and charges for 2021/22.

Proposed by Councillor Mrs Hollingsbee,
Seconded by Councillor Collier; and

RESOLVED:

1. That report FPPG/20/01 be received and noted.

2. That the proposed fees and charges for 2021/22, as set out at paragraph 5.2 of the report, be approved.
3. That the budget of financial activities for the year ended 31 March 2022 for the Folkestone Parks and Pleasure Grounds Charity, as set out in Appendix 1 of the report, be approved.
4. That the proposed replenishment of the unrestricted fund during 2021/22 by £36,040 be approved.
5. That the position reported regarding the increased beach huts expenditure be noted and the request of an additional loan of £43k from FHDC to be made be approved.

(Voting figures: 8 for, 0 against, 0 abstentions).

4. **Annual report and accounts for 2019/20**

The report presented the Charity's Annual Report and Accounts for the year ended 31 March 2020, which have been audited.

Proposed by Councillor Prater,
Seconded by Councillor Godfrey; and

RESOLVED:

1. That report FPPG/20/02 be received and noted.
2. That the Annual Report and Accounts of the Folkestone Parks and Pleasure Grounds Charity for the financial year ending 31 March 2020 be approved.
3. That the Letter of Representation from Hacker Young as the Charity's Auditor for the accounts ending 31st March 2020 be signed.

(Voting figures: 8 for, 0 against, 0 abstentions).

5. **Folkestone Parks and Pleasure Grounds - Update Report**

The report provided the Board with an update in relation to all those decisions taken by the Director of Housing and Operations since July 2018 under his delegated authority to deal with charity assets. The report also covered other matters relating to charity land.

Proposed by Councillor Whybrow,
Seconded by Councillor Mrs Hollingsbee; and

RESOLVED:

1. That report number FPPG/20/03 be received and noted.
2. That the next update report shall relate to the period up to and including the 2021/2022 financial year and that all subsequent annual reports shall relate to their respective preceding financial year.

(Voting figures: 8 for, 0 against, 0 abstentions).

This Report will be made
public on 8 November 2021

Report Number

FPPG/21/01

To: Folkestone Parks and Pleasure Grounds Charity –
Board of Trustees
Date: 24 November 2021
Responsible Officer: Cheryl Ireland, Financial Advisor to the Charity

**SUBJECT: FOLKESTONE PARKS AND PLEASURE GROUNDS
CHARITY – QTR 2 BUDGET MONITORING 2021/22**

SUMMARY: This monitoring report provides a projection of the end of year financial position for the Folkestone Parks and Pleasure Grounds (FPPG) Charity based on net expenditure to 31 August 2021.

REASON FOR RECOMMENDATIONS:

The Charity Trustees are asked to agree the recommendations set out below because the Charity Trustees need to be kept informed of the FPPG Charity financial position and take appropriate action to deal with any variance from the approved budget and be informed of the final 2021/22 position.

RECOMMENDATIONS:

1. To receive and note Report FPPG/21/01.
2. To approve the request for an additional loan of £26.5k from FHDC be made.

INTRODUCTION

- 1.1 This briefing note informs the Trustees of the likely projected outturn of the FPPG Charity for 2021/22.
- 1.2 The projections are based on actual expenditure and income to 31 August 2021. Some caution therefore needs to be exercised when interpreting the results due to the early stage of the financial year, however, a thorough budget monitoring exercise has been carried out.

2. FPPG CHARITY 2021/22 (see Appendix 1)

- 2.1 Appendix 1 to this report provides detail of the projected outturn compared to the latest budget for 2021/22 which shows an overall projected increase in expenditure of £15k. The key variances are explained in the appendix.
- 2.2 It should be noted that there is a projected increase of £5k in the annual financing costs relating to the loan for the approved capital project for the beach huts at Marine Parade due to an overspend on the scheme.

3. BEACH HUTS CAPITAL SCHEME

- 3.1 In October 2019 the Trustees approved a capital project for the future of the beach huts at Marine Parade at a projected cost of £500k. In January 2021 the Trustees approved the request of an additional loan of £43k to cover the cost to renovate the 27 existing beach huts which was higher than originally anticipated.
- 3.2 The current projected cost of the capital scheme has increased further to £577k due to significant increases in material costs due to Covid and additional costs for unidentified asbestos removal required as part of the demolition and concrete works.
- 3.3 The FPPG is due to receive a contribution of £7.5k from the Creative Foundation towards the scheme and so the revised borrowing cost will be £569.5k with an annual financing cost of £62k over the ten year loan period. This is an increase of £5k per annum and it is not anticipated that this will have a material impact on the charity over the ten year payback period of the loan and given the long-term income generation that the scheme will deliver.
- 3.4 This report seeks to make the Trustees aware of the projected overspend on the scheme and seeks approval to request an additional loan from FHDC for £26.5k to fund the remainder of the beach huts programme of works in 2021/22.
- 3.5 This will be reported to Cabinet in November where it will be recommended that the additional loan funding to the charity is approved.

4. CONCLUSION

- 4.1 The FPPG Charity outturn projection for 2021/22 forecasts £15k higher expenditure than the latest approved budget.
- 4.2 The projected outturn for the FPPG Charity for 2021/22 reflects the position based on actual expenditure and forecasts at 31 August 2021.

7. CONTACT OFFICERS AND BACKGROUND DOCUMENTS

Councillors with any questions arising out of this report should contact the following officers prior to the meeting:

Cheryl Ireland, Financial Advisor to the Charity
Telephone: 01303-853213
Email: cheryl.ireland@folkestone-hythe.gov.uk

The following background documents have been relied upon in the preparation of this report:

Data from financial information system
Working papers held within Financial Services

Appendix 1 – FPPG Budget Monitoring Qtr 2 2021/22

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FOLKESTONE PARKS AND PLEASURE GROUNDS CHARITY

BUDGET MONITORING QTR 2 2021/22

RESTRICTED AND UNRESTRICTED FUNDS	2021/22 ORIGINAL BUDGET	2021/22 PROJECTED OUTTURN	VARIANCE TO BUDGET	REASON FOR VARIANCE
	£	£	£	
Incoming and Endowments from:				
Charitable Activities	(145,320)	(174,140)	(28,820)	<i>(£20k) grant for coastal park play equipment, offsetting increased expenditure in Supplies & Services, (£6k) increased event fees, (£3k) additional sports income</i>
Investment Income	(176,100)	(176,100)	0	
Contribution from Folkestone & Hythe DC	(558,730)	(537,831)	20,899	
Total Incoming Resources	(880,150)	(888,071)	(7,921)	
Resources Expended				
Charitable Activities				
Employees	8,950	7,421	(1,529)	<i>Lower seasonal staff costs</i>
Premises and Grounds Expenses	661,690	661,690	0	
Supplies and Services	147,630	172,430	24,800	<i>£20k additional coastal park play equipment (offset by grant income), £5k increased financing cost for Beach Hut capital scheme</i>
Management and Support Services	17,640	17,640	0	
Depreciation	46,150	46,150	0	
Governance Costs	8,200	8,200	0	
Total Resources Expended	890,260	913,531	23,271	
Net (Incoming)/Outgoing Resources Before Transfers	10,110	25,460	15,350	
Transfers Between Funds	0	0	0	
Net (Incoming)/Outgoing Resources Before Other Recognised Gains & Losses	10,110	25,460	15,350	
Restatement of Fixed Assets (Gains)/Losses on Revaluation of Fixed Assets for Charity's Own Use	0	0	0	
(Gains)/Losses on Revaluation of Investment Assets	0	0	0	
Net Movement in Funds	10,110	25,460	15,350	
Fund Balances at 1st April	(4,879,428)	(4,869,318)		
Fund Balances at 31st March	(4,869,318)	(4,843,858)		
Fund Balances at 31st March				
Unrestricted Fund - General Fund	(120,319)	(104,969)	15,350	
Unrestricted Fund - Revaluation Reserve	(1,871,533)	(1,871,533)	0	
Restricted Fund - Capital Grants Reserve	(2,759,032)	(2,759,032)	0	
Restricted Fund - Endowment Fund	(118,434)	(118,434)	0	
	(4,869,318)	(4,853,968)	15,350	

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