Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR
Tel: 01304 361999, E-mail: deal.town.council@deal.gov.uk
www.deal.gov.uk

To all Committee Members: You are hereby summoned to attend a meeting of the Finance & General Purposes Committee at the Town Hall on **Monday 16th November 2026** at 7.15pm to transact the business shown on the agenda below.

Members of the public and press are welcome to attend.

Any member of the public may submit a written statement of no more than 500 words relating to any item on this agenda. These must be received by 10am on Friday 13th November 2026 by email to deal.town.council@deal.gov.uk or post to the above address. These statements will be circulated to all present at the meeting and become part of the public record of the meeting, names will be redacted.



Paul Bone
Responsible Finance Officer
Date: 10 November 2026

AGENDA

1	**Chairperson's opening remarks:**	Chairperson
2	**Apologies for absence:**	
3	**Declarations of interest:** To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach.1
4	**Public participation and statements received:** For Councillor information: Members of the public may make representations, answer questions and give evidence at the meeting in respect of the business on the agenda. This shall not exceed 15 minutes.	
5	**The minutes of the previous Finance & General Purposes Committee meeting held on 28th September 2026 for approval and signing:** Decision required.	Attach.2
6	**Finance income & expenditure figures and full bank reconciliation to 31st October 2026:** Information to note.	Attach 3
7	**Grant Applications: Annual Grants 2026/27 Round 3:** Decisions required.	Attach 4
8	**Deal Saturday Market Update:** 1) **Review of 2-year Marketing Plan 2026/27:** Decisions required. 2) **Correspondence Received:** Decision required.	 Attach 5 Attach 6
9	**Allotment Structure Request:** Decision required	Attach 7
10	**Annual Return – External Auditors Report:** Information to note.	Attach 8
11	**National Pay Award 2026/27:** Information to note.	Attach 9
12	**Draft Budget 2027:** Information to note.	Attach 10
	Resolution to exclude the public: Public Bodies (Admission to Meetings) Act 1960 s1 (2) – on the grounds that the information to be discussed is of a confidential nature.	
13	**Public Toilet Service Level Agreement:** Decision required.	Attach 11
	Date of next F&GP Committee meeting: 22nd December 2026	

Members Cllrs, TB, PJ, SB, DC, LC, MC, ME, & DP

Attachment 1

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.

Deal Town Council, Town Hall, High Street, Deal, Kent. CT14 6TR.

The minutes of the Finance and General Purposes Committee Meeting held on Monday 28th September 2026 in Deal Town Hall Chamber starting at 7.15pm.

Present: Cllr T Bond (Chairperson), Cllr P Jull, Cllr D Cronk, Cllr M Cronk, Cllr M Eddy, Cllr S Beer, Cllr L Craggs

Officers: Mr P Bone – Responsible Finance Officer; Mrs H McAdam – Finance Asst.; Ms J Harper – Asst. to the Town Clerk

Others: No members of public

1.	**Chairperson's opening remarks:** The Chairperson welcomed everyone to the meeting and advised of the fire evacuation procedures.	Chairperson
2.	**Apologies for absence**: Cllr D Parks due to work commitments. .	R.F.O
3.	**Declarations of interest:** None received.	
4.	**Public Participation and Statements Received**: None received.	
5.	**The minutes of the previous Finance & General Purposes Committee meeting held on 21st July 2026 for approval and signing:** Members RESOLVED: To accept the minutes of the previous meeting held on 21st July 2026 as a true and accurate record. (P) Cllr D Cronk (S) Cllr M Eddy. All agreed. The Chairperson then duly signed the minutes.	Chairperson
6.	**Finance: Income & Expenditure Figures and Full Bank reconciliation to 31st August 2026:** Members RESOLVED: To note the Income & Expenditure Figures and Full Bank reconciliation to 31st August 2026. (P) Cllr D Cronk (S) Cllr M Eddy. All agreed.	R.F.O
7.	**Town Hall – Free use requests** **a) Free use request from Deal Area Foodbank & Pantry**: Members RESOLVED: To grant free use of the chamber and kitchen to the Deal Area Foodbank & Pantry to host a community Christmas Carol Service and Afternoon Tea on either Friday 18th or Saturday 19th December. The organisers are requested to acknowledge Deal Town Council's grant for this event. (P) Cllr S Beer (S) Cllr M Eddy. All agreed. **b) Free use request from KCC:** Members RESOLVED: To grant free use of the chamber and kitchen to the KCC Safer Road User Team to run their Mature Drivers & Passenger Course for residents in Deal on a weekday afternoon between 2pm and 4.30pm on a date that is available. The organisers are requested to acknowledge Deal Town Council's grant for this event. (P) Cllr D Cronk (S) Cllr S Beer. 6 For, 1 Against, 0 Abstentions. Agreed.	R.F.O R.F.O

8.	**Town Hall Weddings & Venue Hire charges annual review:** Members RESOLVED: To leave the Wedding and Venue hire charges unchanged. (P) Cllr D Cronk (S) Cllr L Craggs. All agreed.	Facilities Manager
9.	**Public Toilet Service Level Agreement:** Members RESOLVED: To accept the recommendation to allocate a budget of up to £750 from the contingency budget for the purpose of obtaining an up-to-date condition report on the King Street toilet block and that the R.F.O. submits a full financial report regarding the possibility of taking over the Kings Street toilets to a future Full Council meeting for consideration. (P) Cllr S Beer (S) Cllr M Eddy. 5 For, 2 Against, 0 Abstentions. Agreed.	R.F.O
10.	**Deal Twinning Grant Fund Application:** Members RESOLVED: To Via £500 from the Deal Twinning Fund budget to the Community Contributions budget and award a Community Contributions grant of £500 to the Deal Saint-Omer Twinning Society to support room hire fees at Deal Town Hall. (P) Cllr S Beer (S) Cllr M Eddy. 6 For, 0 Against, 1 Abstention. Agreed.	R.F.O
11.	**DTC E-bikes: Transfer of ownership application:** Members RESOLVED: To accept the recommendation to transfer the ownership of 2 DTC E-Bikes to Sandown School at no cost or liability to the Council. (P) Cllr D Cronk (S) Cllr M Eddy. All agreed.	R.F.O
12.	**Allotment Update:** Members RESOLVED**:** To note the report and approve the placement of a 4ft x 4ft wooden shed and base for storage on Plot 11 of the Park Avenue Allotment Site. (P) Cllr D Cronk (S) Cllr S Beer. All agreed.	Facilities Manager
13.	**Councillor IT Update:** Members RESOLVED: To note the report. (P) Cllr L Craggs (S) Cllr D Cronk. All agreed.	R.F.O
14.	**Town Hall Office Equipment:** Members RESOLVED: To note report. (P) Cllr D Cronk (S) Cllr M Eddy. All agreed.	R.F.O
15.	**Deal Warm Welcome Update:** Members RESOLVED: To note the report. (P) Cllr D Cronk (S) Cllr M Eddy. All agreed.	Climate Change, Projects & Comms Officer
	The Chairperson closed the meeting at 20.08pm	

Bank Reconciliation Statement as at 31/10/2026
for Cashbook 1 - Nat West Combined A/C's

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Nat West Current A/C	31/10/2026		100.00
Nat West Deposit A/C	31/10/2026		349,254.59
			349,354.59

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		349,354.59

Unpresented Receipts (Plus)		
	0.00	
		0.00
		349,354.59
	Balance per Cash Book is :-	**349,354.59**
	Difference is :-	**0.00**

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 31/10/2026
for Cashbook 2 - Nat West Mayors Charity Fund

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Mayor's Charity A/C	31/10/2026		4.56
			4.56

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		4.56

Unpresented Receipts (Plus)		
	0.00	
		0.00
		4.56
	Balance per Cash Book is :-	4.56
	Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 31/10/2026
for Cashbook 3 - Prepaid Card

Bank Statement Account Name (s)	Statement Date	Page No	Balances
PRE-PAID CARD	31/10/2026		27.47
			27.47

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		27.47

Unpresented Receipts (Plus)		
	0.00	
		0.00
		27.47
	Balance per Cash Book is :-	27.47
	Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 31/10/2026
for Cashbook 4 - Town Hall Petty Cash

Bank Statement Account Name (s)	Statement Date	Page No	Balances
PETTY CASH	31/10/2026		273.28
			273.28

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		273.28

Unpresented Receipts (Plus)		
	0.00	
		0.00
		273.28
	Balance per Cash Book is :-	273.28
	Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 31/10/2026
for Cashbook 5 - Nat West Treasury Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Nat west Treasury account	31/10/2026		0.00
			0.00

Unpresented Payments (Minus)	Amount
	0.00
	0.00
	0.00

Unpresented Receipts (Plus)	
	0.00
	0.00
	0.00

Balance per Cash Book is :-	0.00
Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 31/10/2026
for Cashbook 6 - CCLA Public Sector Deposit Fun

Bank Statement Account Name (s)	Statement Date	Page No	Balances
CCLA ACCOUNT	31/10/2026		200,000.00
			200,000.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		200,000.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		200,000.00
	Balance per Cash Book is :-	200,000.00
	Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100	General Income							
1076	Precept	610,218	610,218	0			100.0%	
1080	Bank Interest	4,813	9,000	4,187			53.5%	
1999	Misc. Income	9,628	0	(9,628)			0.0%	
	General Income :- Income	624,660	619,218	(5,442)			100.9%	0
	Net Income	624,660	619,218	(5,442)				
200	Staff Salaries							
4000	Salaries Gross	187,722	350,777	163,055		163,055	53.5%	
	Staff Salaries :- Indirect Expenditure	187,722	350,777	163,055	0	163,055	53.5%	0
	Net Expenditure	(187,722)	(350,777)	(163,055)				
202	Employment Costs							
4010	Salaries Employers Pension	25,752	56,387	30,635		30,635	45.7%	
4020	Salaries Employers NI	21,111	39,451	18,340		18,340	53.5%	
4085	Payroll Services	1,991	2,150	160		160	92.6%	
	Employment Costs :- Indirect Expenditure	48,853	97,988	49,135	0	49,135	49.9%	0
	Net Expenditure	(48,853)	(97,988)	(49,135)				
203	Staff Costs							
4055	Travel & Subsistence	0	100	100		100	0.0%	
4070	Training	325	2,000	1,675		1,675	16.3%	
4075	Staff Uniforms	112	250	138		138	45.0%	
4090	Staff Recruitment	0	750	750		750	0.0%	
	Staff Costs :- Indirect Expenditure	437	3,100	2,663	0	2,663	14.1%	0
	Net Expenditure	(437)	(3,100)	(2,663)				
205	Official Car							
4055	Travel & Subsistence	6	0	(6)		(6)	0.0%	
4060	Official Car Lease	2,432	3,921	1,489		1,489	62.0%	
4065	Official Car Fuel	12	0	(12)		(12)	0.0%	
	Official Car :- Indirect Expenditure	2,450	3,921	1,471	0	1,471	62.5%	0
	Net Expenditure	(2,450)	(3,921)	(1,471)				

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		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
210	Civic							
4055	Travel & Subsistence	0	100	100		100	0.0%	
4200	Cllr. Allowances	3,150	4,800	1,650		1,650	65.6%	
4220	Robes & Regalia	0	250	250		250	0.0%	
4221	Civic Expenses (Wreaths etc.)	183	0	(183)		(183)	0.0%	
	Civic :- Indirect Expenditure	3,333	5,150	1,817	0	1,817	64.7%	0
	Net Expenditure	(3,333)	(5,150)	(1,817)				
215	Mayor's Budget							
4210	Hospitality	609	1,500	891		891	40.6%	
4225	Mayoral Travel & Subsistence	3	100	97		97	3.3%	
4230	Mayor Expenses	28	500	472		472	5.7%	
4235	Deputy Mayor Expenses	0	300	300		300	0.0%	
4240	Mayoress Expenses	0	300	300		300	0.0%	
5020	Mayoral Ceremonial Event	121	200	79		79	60.6%	
5030	Charter Day	905	500	(405)		(405)	180.9%	
	Mayor's Budget :- Indirect Expenditure	1,666	3,400	1,734	0	1,734	49.0%	0
	Net Expenditure	(1,666)	(3,400)	(1,734)				
220	Administration							
4055	Travel & Subsistence	20	0	(20)		(20)	0.0%	
4080	HR & HS	2,198	1,900	(298)		(298)	115.7%	
4300	Mobile Phones	1,122	1,375	253		253	81.6%	
4305	Stationery	392	800	408		408	49.0%	
4310	Postage	106	500	394		394	21.2%	
4315	Bank Charges	879	1,500	621		621	58.6%	
4320	General Admin	9,131	5,250	(3,881)		(3,881)	173.9%	3,400
4325	Office Equipment	639	500	(139)		(139)	127.8%	
4330	IT Equipment	63	3,000	2,937		2,937	2.1%	
4335	IT Support & Website	5,982	10,000	4,018		4,018	59.8%	
4340	Telephone & Broadband	2,032	3,000	968		968	67.7%	
4345	Pat Testing	157	500	343		343	31.5%	
4365	Legal Advice	0	500	500		500	0.0%	
4375	Marketing/Communications	26	2,000	1,974		1,974	1.3%	
4390	Waste & Recycling	814	2,000	1,186		1,186	40.7%	
4405	Annual Planting	0	3,500	3,500		3,500	0.0%	
4410	Flags	116	500	384		384	23.3%	
4415	Audit Fees	(1,305)	2,500	3,805		3,805	(52.2%)	
4420	Subscriptions	2,000	2,100	100		100	95.2%	

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		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4430	Data Protection Officer	840	1,000	160		160	84.0%	
4500	Repairs & Maintenance	(21)	0	21		21	0.0%	
4720	Licences	150	0	(150)		(150)	0.0%	
	Administration :- Indirect Expenditure	25,341	42,425	17,084	0	17,084	59.7%	3,400
	Net Expenditure	(25,341)	(42,425)	(17,084)				
6000	plus Transfer from EMR	3,400	0	(3,400)				
	Movement to/(from) Gen Reserve	(21,941)	(42,425)	(20,484)				
225	Council							
4070	Training	0	1,000	1,000		1,000	0.0%	
4370	Election Costs	0	7,500	7,500		7,500	0.0%	
4380	Contingency	1,650	10,000	8,350		8,350	16.5%	
	Council :- Indirect Expenditure	1,650	18,500	16,850	0	16,850	8.9%	0
	Net Expenditure	(1,650)	(18,500)	(16,850)				
250	Grants & Donations							
4470	Annual Grants	4,550	20,000	15,450		15,450	22.8%	
4473	Community Grants	6,000	10,500	4,500		4,500	57.1%	
4485	Deal Warm Welcome	3,632	10,000	6,368		6,368	36.3%	
	Grants & Donations :- Indirect Expenditure	14,182	40,500	26,318	0	26,318	35.0%	0
	Net Expenditure	(14,182)	(40,500)	(26,318)				
300	Town Hall							
1100	Wedding Hire	14,753	17,000	2,248			86.8%	
1105	Chamber Hire	3,107	3,000	(107)			103.5%	
1110	Committee Room Hire	73	2,000	1,928			3.6%	
1115	Under Croft Hire	325	1,000	675			32.5%	
	Town Hall :- Income	18,257	23,000	4,744			79.4%	0
4080	HR & HS	0	1,900	1,900		1,900	0.0%	
4360	Insurance	6,647	8,000	1,353		1,353	83.1%	
4420	Subscriptions	400	0	(400)		(400)	0.0%	
4500	Repairs & Maintenance	19,167	4,000	(15,167)		(15,167)	479.2%	8,725
4505	Under Croft Cleaning	880	1,100	220		220	80.0%	
4510	Furniture & Equipment	(1,086)	1,000	2,086		2,086	(108.6%)	
4511	Kitchen Equipment	18	0	(18)		(18)	0.0%	
4520	Boiler Service & Maint.	0	500	500		500	0.0%	
4525	Window Cleaning	880	1,100	220		220	80.0%	

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		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4530	Gas	5,104	5,610	506		506	91.0%	
4535	Electricity	1,731	5,258	3,527		3,527	32.9%	
4540	Water	0	330	330		330	0.0%	
4550	TH Events	10	0	(10)		(10)	0.0%	
4710	Rates	7,890	13,750	5,860		5,860	57.4%	
4720	Licences	242	600	358		358	40.3%	
	Town Hall :- Indirect Expenditure	41,882	43,148	1,266	0	1,266	97.1%	8,725
	Net Income over Expenditure	(23,626)	(20,148)	3,478				
6000	plus Transfer from EMR	8,725	0	(8,725)				
	Movement to/(from) Gen Reserve	(14,901)	(20,148)	(5,247)				
305	Police Office							
1120	Police Office Rent	6,750	0	(6,750)			0.0%	6,750
1121	Police Office Rent to EMR	0	9,000	9,000			0.0%	
	Police Office :- Income	6,750	9,000	2,250			75.0%	6,750
	Net Income	6,750	9,000	2,250				
6001	less Transfer to EMR	6,750	0	(6,750)				
	Movement to/(from) Gen Reserve	0	9,000	9,000				
310	VIC							
4605	Terminal Charges	200	500	300		300	39.9%	
	VIC :- Indirect Expenditure	200	500	300	0	300	39.9%	0
	Net Expenditure	(200)	(500)	(300)				
410	Saturday Market							
1410	Market Traders	29,029	45,000	15,971			64.5%	
	Saturday Market :- Income	29,029	45,000	15,971			64.5%	0
4420	Subscriptions	669	500	(169)		(169)	133.8%	
4715	Profit Share	4,140	4,140	0		0	100.0%	
4730	Market General Costs	80	3,000	2,921		2,921	2.6%	
4735	Market Licence/Rates	0	1,750	1,750		1,750	0.0%	
4750	Road Closures	8,770	0	(8,770)		(8,770)	0.0%	
	Saturday Market :- Indirect Expenditure	13,659	9,390	(4,269)	0	(4,269)	145.5%	0
	Net Income over Expenditure	15,370	35,610	20,240				

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		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
420	Braderie Market							
1415	Braderie stall holders	0	3,000	3,000			0.0%	
	Braderie Market :- Income	0	3,000	3,000			0.0%	0
4705	Road Closure	1,000	3,407	2,407		2,407	29.4%	
	Braderie Market :- Indirect Expenditure	1,000	3,407	2,407	0	2,407	29.4%	0
	Net Income over Expenditure	(1,000)	(407)	593				
500	Public Conveniences							
4800	Public Conveniences	0	40,000	40,000		40,000	0.0%	
	Public Conveniences :- Indirect Expenditure	0	40,000	40,000	0	40,000	0.0%	0
	Net Expenditure	0	(40,000)	(40,000)				
600	Allotments Golf Road							
1500	Allotment Income	3,057	2,900	(157)			105.4%	
	Allotments Golf Road :- Income	3,057	2,900	(157)			105.4%	0
4500	Repairs & Maintenance	1,332	2,500	1,168		1,168	53.3%	
4540	Water	560	550	(10)		(10)	101.8%	
	Allotments Golf Road :- Indirect Expenditure	1,892	3,050	1,158	0	1,158	62.0%	0
	Net Income over Expenditure	1,164	(150)	(1,314)				
610	Allotments Park Ave							
1500	Allotment Income	2,608	2,300	(308)			113.4%	
	Allotments Park Ave :- Income	2,608	2,300	(308)			113.4%	0
4500	Repairs & Maintenance	1,358	2,500	1,142		1,142	54.3%	
4540	Water	336	550	214		214	61.1%	
	Allotments Park Ave :- Indirect Expenditure	1,694	3,050	1,356	0	1,356	55.5%	0
	Net Income over Expenditure	914	(750)	(1,664)				
620	Allotments Mill Road							
1500	Allotment Income	2,210	2,300	90			96.1%	
	Allotments Mill Road :- Income	2,210	2,300	90			96.1%	0
4500	Repairs & Maintenance	1,711	2,500	789		789	68.4%	
4540	Water	597	550	(47)		(47)	108.5%	
	Allotments Mill Road :- Indirect Expenditure	2,308	3,050	742	0	742	75.7%	0
	Net Income over Expenditure	(97)	(750)	(653)				

Continued over page

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
700	Town Events							
5000	Town Events	18	2,100	2,082		2,082	0.8%	
	Town Events :- Indirect Expenditure	18	2,100	2,082	0	2,082	0.8%	0
	Net Expenditure	(18)	(2,100)	(2,082)				
900	Projects							
4475	Special Projects	6,875	0	(6,875)		(6,875)	0.0%	6,875
9005	Projects Fund	373	0	(373)		(373)	0.0%	
	Projects :- Indirect Expenditure	7,248	0	(7,248)	0	(7,248)		6,875
	Net Expenditure	(7,248)	0	7,248				
6000	plus Transfer from EMR	6,875	0	(6,875)				
	Movement to/(from) Gen Reserve	(373)	0	373				
	Grand Totals:- Income	686,570	706,718	20,148			97.1%	
	Expenditure	355,535	673,456	317,921	0	317,921	52.8%	
	Net Income over Expenditure	331,035	33,262	(297,773)				
	plus Transfer from EMR	19,000	0	(19,000)				
	less Transfer to EMR	6,750	0	(6,750)				
	Movement to/(from) Gen Reserve	343,285	33,262	(310,023)				

DEAL TOWN COUNCIL
MEMORANDUM

To: Cllr T Bond Chairperson of the Finance & General Purposes Committee, Committee members
From: Mr P Bone Responsible Finance Officer
Date: 4 November 2026
Subject: Annual Grants 2026/27 – Round 3

Annual Grants 2026-27

Four rounds of Annual Grant applications were agreed for 2026-27 as below:

1. There will be two categories of Annual Grant:

Small Grants – awards up to £500
Large Grants – awards from £501 to £1000.

2. The total Annual Grants fund available is £20,000.

3. A minimum of 50% of the Annual Grant fund will be awarded as Small Grants.

4. Four rounds of Annual Grant funding have been agreed for the year 2026-27

Round 1 - Applications closed on **Thursday 30 April 2026** (Finance & General Purposes Committee meeting date to decide is Tuesday 19 May 2026)

Round 2 - Applications closed on **Tuesday 30 June 2026** (Finance & General Purposes Committee meeting date to decide is Tuesday 21 July 2026)

Round 3 - Applications closed on **Wednesday 30 September 2026** (Finance & General Purposes Committee meeting date to decide is Monday 16 November 2026)

Round 4 - Applications close on **Sunday 31 January 2027** (Finance & General Purposes Committee meeting date to decide is Thursday 25 March 2027)

ANNUAL GRANTS
Round 1 & 2
A total of £4,550.20 was paid for round 1 & 2 Annual Grants 2026-27
This leaves £15,449.80 in the annual grants budget for rounds 3 & 4

A total of 4 applications were received for round 3.

An application from Deal Hospital Garden Volunteers could not be validated as they had been awarded an annual grant in round 1 this year.

These applications were considered by the Grants Subcommittee on 3rd November who made the following recommendations to this committee:

Deal Tiger Gym: Requested a grant of £1,000 as a contribution to purchasing new training equipment.

Members scored the application 13 out of a possible 33 points.

This application failed as the requirement for being scored a minimum of 50% of the available points was not achieved.

Recommendation: To not make a grant award and to advise the applicant to reapply at a future date if it can raise additional funds for this project by further fundraising.
All agreed.

Cliffs Of Sanctuary: Requested a grant of £1,000 as a contribution towards creating a Garden of Sanctuary on a plot of land belonging to Deal Castle/English Heritage adjacent to the beach promenade.

Members were advised that correspondence had been received from the Deal Castle site manager that English Heritage and Deal Castle are happy to be involved with the Garden of Sanctuary and to allow the use of a section of the Deal Castle estate to be used to create the Garden of Sanctuary.

Members scored the application 12 out of a possible 33 points.

This application failed as the requirement for being scored a minimum of 50% of the available points was not achieved.

Recommendation: To not make a grant award.
All agreed.

Deal Pirates: Requested a grant of £750 as a contribution to building 6 little libraries (tiny shed/cupboards that are mounted on the outside of custodian properties and used to house donated books)

Members scored the application 16 points out of a possible 33 points.

Recommendation: To recommend to the Finance & General Purposes Committee the payment of a grant of £250 towards the cost of building 6 little libraries subject to using recycled wood for the project.
(P) Cllr A Friend (S) Cllr S Cullen All Agreed.

Annual Grants overview:

Members discussed that even with applicants being asked to provide information about the environmental impact of their projects, there was little evidence of this being taken on board within the projects and made the following recommendation to F&GP:

Recommendation: To recommend to the Finance & General Purposes Committee that when considering the draft budget for grants in 2027/28 that half the Annual Grant budget is allocated to ‘Green Grants’
(P) Cllr A Friend (S) Cllr S Cullen All Agreed.

DEAL TOWN COUNCIL
MEMORANDUM

To: Cllr T Bond Chairperson of the Finance & General Purposes Committee, Committee members
From: Mr P Bone Responsible Finance Officer
Date: 4 November 2026
Subject: Deal Saturday Market - Review of 2-year Marketing Plan 2026/27

In November 2025 members resolved to accept and agree the draft Saturday Market 2-year marketing plan for 2026/27 with a budget of £1,500 per year and to delegate authority to authorise expenditure and minor changes to the plan to the Town Clerk in liaison with the R.F.O. (Copy attached below)

A review of the plan was carried out earlier this month by the officers on the Market Management Team to assess the impact of the agreed activities.

It was agreed that overall, the plan was working well other than the events at Easter and Christmas that were intended to attract a higher footfall to the market were poorly attended for the second year running.

Officers believe that the budget of £600 that is allocated for these two events (£300 each) would be better used to attract a higher footfall throughout the year to the market by allocating the budget to support an advertising programme and to use the Santas Grotto as a venue for the musical Christmas guests who perform at the market in December.

Recommendation

1) To replace the Easter and Christmas events with an advertising programme aimed at increasing the footfall of the market.

2) To use the DTC Santas Grotto as the venue for Christmas music acts at the Saturday Market during December

Decision required:

Members to consider the above recommendation

DEAL TOWN COUNCIL
MEMORANDUM

To: Cllr T Bond Chairperson of the Finance & General Purposes Committee, Committee members
From: Mr P Bone Responsible Finance Officer
Date: 9 November 2026
Subject: Deal Saturday Market – Correspondence received

Correspondence has been received from 2 separate members of the public regarding the display of an image on an advertising banner on a stall at the Deal Saturday Market that they found offensive.

A member of the Market Team did speak to the casual trader to see if this could be addressed informally, however this was not successful.

Within the Market Rules and Regulations (June 2024) it states: *Traders must ensure that they, or any person working for them, does nothing which in the opinion of the Market Officer is a nuisance or annoyance to members of the public, fellow traders or detrimental to the efficient operation of the Market.*

And *The Market Officer's decision is final in all matters and can remove any trader at their discretion.*

Recommendation

- That if the image is not removed, the casual trader will no longer be allowed to have a stand at the Saturday Market.

- Members to consider if a clause should be added to the 'General Conditions' section of the market rules regarding images on stalls at the Deal Saturday Market as follows:

  'The display of images on stalls or advertising banners at the Deal Saturday Market that may be deemed offensive, intimidating or discriminatory is prohibited'.

Decision required:
Members to consider the above recommendation

Email A)

Dear Deal Saturday Market Team,

I am writing to you personally because I was genuinely upset to see the Russian national flag displayed on the Samovar Foods banner at Deal Saturday Market.

I respect people's right to their culture, traditions, language and identity. My concern is not about the people or the food being sold, but specifically about the display of the Russian national flag in the current circumstances.

As someone deeply affected by what is happening in Ukraine, it is difficult to see this symbol displayed so casually in a public space while Ukraine continues to suffer from the devastating consequences of the war. Behind the news headlines are real people, families and children who are losing their loved ones, their homes and their sense of safety. For many Ukrainians, this is not a distant political situation; it is a daily source of pain, fear and uncertainty.

I understand that a flag can represent different things to different people. However, given the ongoing war and the suffering of Ukrainian civilians, the Russian national flag carries a particularly painful meaning for many of us. Seeing it displayed in this way can feel insensitive to those whose lives and families have been affected by these events.

I am not asking anyone to abandon their culture or traditions, nor do I wish to create conflict with the stall owner. I am simply asking the market organisers to consider the message that displaying this particular national symbol sends at this time, and how it may affect Ukrainian residents and visitors in our community.

I believe that a little sensitivity and understanding can make a real difference. I would therefore appreciate it if you could review this matter and consider whether displaying the Russian flag at the market is appropriate while the war in Ukraine continues.

I am raising this concern in the hope of being heard and understood, not to accuse or offend anyone. I sincerely hope you will consider the feelings of those who are experiencing this war through their families, their friends and their homeland.

Thank you for taking the time to read my message. I would appreciate hearing your thoughts on this matter.

Kind regards,

Email B)

Dear Market Officer

I am writing to express my deep concern and distress regarding a stall operating at Deal Saturday Market under the name “Samovar Foods”, which prominently displays the Russian national flag.

I am Ukrainian. I am currently living in the UK not because I chose to leave my home, but because Russia’s war against Ukraine has forced me to do so.

Bombs have fallen close to my home in Kyiv, and my property has been damaged twice. Kyiv, Kharkiv and many other Ukrainian cities continue to suffer daily and nightly attacks by Russian missiles and drones. Homes, schools, hospitals and entire communities are being destroyed. Millions of people have been forced to leave their homes, families have been separated, and countless innocent lives have been lost.

For me, seeing the Russian national flag displayed so casually at a local community market is deeply upsetting. While this may simply be a business decision for the stallholder, for Ukrainians like me this flag represents the country responsible for destroying our homes, taking away our safety and forcing us to rebuild our lives far away from everything we know and love.

What makes this situation even more upsetting is that I have personally witnessed how much kindness, compassion and solidarity people in our local community have shown towards Ukrainians. Many local residents and volunteers have generously given their time, energy and support to help Ukrainian families who have been forced to flee their homes. I will always be deeply grateful for their kindness and humanity.

That is precisely why seeing the Russian national flag displayed so openly at a local market feels so shocking and disappointing. It feels like a slap in the face to Ukrainians living in this community, as well as to all those local people who have worked so hard to show their support for Ukraine.

I want to make it clear that I am not asking for Russian food or Russian culture to be banned. This is not about cuisine or ordinary people. It is about the public display of a national symbol associated with a war that continues to devastate my country and its people.

I find it particularly difficult to understand how such a display can be considered appropriate at a local community market, where Ukrainian refugees and families who have experienced the consequences of this war are also part of the community.

I respectfully ask the Council to investigate this matter, clarify its policy regarding the display of national flags at Deal Saturday Market, and consider the impact such displays may have on Ukrainian residents and other members of the local community.

I hope the Council will understand that this is not an abstract political issue for me. It is personal. It is about my home, my family, my country and the lives of millions of people who continue to suffer.

I would appreciate a written response explaining what action, if any, the Council intends to take.

Kind Regards,

DEAL TOWN COUNCIL
MEMORANDUM

To: Councillor T Bond Chairperson of the Finance & General Purposes Committee, Committee members
From: Mr G Simpson Facilities Manager
Date: 9 November 2026
Subject: Allotment Structure Request

Request to place a Greenhouse on an allotment plot

A completed application form for the placement of a 4ft x 6ft greenhouse with paving slab base on Plot 32 of the Mill Road allotment site has been received.

The application meets the agreed criteria and I support the application.

Recommendations:

To consider approving the placement of a 4ft x 6ft greenhouse and base on Plot 32 of the Mill Road allotment site.

Decisions required:

Members to consider the above recommendations

Attachment 8

DEAL TOWN COUNCIL
MEMORANDUM

To: Cllr T Bond Chairperson of the Finance & General Purposes Committee, Committee members
From: Mr P Bone – Responsible Finance Officer
Date: 2 November 2026
Subject: Annual Return – External Auditors report

I am pleased to advise members that the Audit of the Annual Return for Deal Town Council for the year ending 31st March 2026 has been concluded and Deal Town Council has received a 'clean' external auditor's report with no items that need to be brought to the attention of the Council.

Due to the timing of meetings, this has already been reported to Full Council in the October meeting.

Please see attached Completion Letter, External Auditors report & Copy of the Conclusion of Audit notice.

A copy of the complete Annual return (AGAR) and Conclusion Notice are now published on the Council's website in compliance with the associated legislation.

Decision required:
Members to note the report.

Newcastle office
Sustainably routed via: 30
Old Bailey
London
EC4M 7AU

Mr P Bone
Deal Town Council
Town Hall
High Street
Deal
Kent CT14 6TR

Dear Mr Bone

Completion of the limited assurance review for the year ended 31 March 2026

We have completed our review for the year ended 31 March 2026 and I have pleasure in enclosing the certified Annual Governance and Accountability Return. The External Auditor's Certificate and Report is given in Section 3.

If there are any significant matters arising from the review, they are summarised in the External Auditor's certificate in Section 3. If we have identified minor scope for improvement we have recorded this on page 2 of this letter. The Council should consider these matters and decide what action is required. In most cases this will be self-evident. In some instances we have referred to further guidance available, such as the Smaller Authorities Proper Practices Panel Practitioners' Guide (England) 2026/27. This can be obtained via your NALC or SLCC branch, or downloaded free of charge at the following website: **https://www.nalc.gov.uk/resource/practitioners-guide-2025.html**.

Please also note that a copy of the 2026/27 Practitioner's Guide has now been released and is available, alongside a summary of the summary of changes from the 2025 version, at the following website: **https://www.nalc.gov.uk/resource/practitioners-guide-2026-27.html**. We would encourage all authorities to become familiar with this document ahead of preparing their 2026/27 Annual Governance and Accountability Returns.

Action you are required to take:

The Accounts and Audit (England) Regulations 2015 set out what you must do at the conclusion of the review. In summary, you are required to:

Publish (which must include publication on the authority's website) a statement **on or before 30 September to confirm:**

- that the review has been concluded and that the statement of accounts has been published;
- of the rights of inspection conferred on local government electors by section 25 of the Local Audit and Accountability Act 2014; and
- the address at which, and the hours during which, those rights may be exercised.

- Keep copies of the Annual Governance and Accountability Return for purchase by any person on payment of a reasonable sum.
- Ensure that the Annual Governance and Accountability Return remains available for public access for a period of not less than five years beginning with the date on which the Annual Governance and Accountability Return was first published.

Forvis Mazars LLP
Forvis Mazars LLP is the UK firm of Forvis Mazars Global, a leading global professional services network. Forvis Mazars LLP is a limited liability partnership registered in England and Wales with registered number OC308299 and with its registered office at 30 Old Bailey, London, EC4M 7AU. Registered to carry on audit work in the UK by the Institute of Chartered Accountants in England and Wales. Details about our audit registration can be viewed at www.auditregister.org.uk under reference number C001139861. VAT number: GB 839 8356 73

The Accounts and Audit (England) Regulations 2015 do not specify the period the Completion Notice needs to be on the council's website, but this period must be reasonable.

Minor scope for improvement in 2026/27

The authority did not initially provide a quantification and explanation of the variance in Box 9 (Total Fixed Assets and Long-Term Investments and Assets) in the significant variances document, as this was not flagged up by the template. As Box 9 is exempt from the 15% threshold, any movement must be fully explained and reconciled to the pound. Although explanations were subsequently obtained the authority must ensure that for the 2026/2027 AGAR, any variance in Box 9 is clearly quantified and explained within the significant variances document to comply with reporting requirements.

Amendment to the Practitioners' Guide 2026/27 in respect of Section 2 Box 11 Trust Fund Transactions

As part of the Accounting Statements (Section 2), the authority is asked to confirm whether there are any trust fund transactions included in the figures. Box 11 has been amended to state the authority should answer based on whether trust fund transactions have been excluded from the AGAR.

We wish to draw attention to a change within the 2026/27 Practitioner's Guide (point 2.32) which confirms the authority will need to respond 'Yes' where the figures include trust fund transactions. We would encourage all authorities to familiarise themselves with the 2026/27 Practitioner's Guide (available on the NALC website) ahead of completing their 2026/27 AGAR.

Accessibility Regulations

We are aware that the Accounts and Audit Regulations 2015 requirement for a physical 'wet ink' signature on the original AGAR, does not allow parish council's to fully comply with the Accessibility Regulations. The National Audit Office are aware that the two pieces of legislation are not compatible, therefore smaller authorities are advised to make it clear on their website that the document is a scan and will not be fully compliant with the Accessibility Regulations.

Audit fee

Our fee note for the audit, which is in accordance with the audit fee scales set by SAAA, and available at **Audit Fees | Smaller Authorities' Audit Appointments (saaa.co.uk)** will follow.

If your invoice is not as expected, please check the audit fee scales via the link above as your fee band may have changed.

We would be grateful if you could arrange for this to be paid at the earliest opportunity.

Commitment to achieving net zero

We've made an important change to how we handle post - and sustainability is driving it.

In line with our net zero targets, we encourage digital communication wherever possible. However, should it be necessary for you to communicate with us by post, our correspondence address is **30 Old Bailey, London, EC4M 7AU**.

Yours sincerely

Mark Outterside
Director
For and on behalf of Forvis Mazars LLP

In respect of **Deal Town Council**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit,** it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/ .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026 and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

Not applicable

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026

*We do not certify completion because:

Not applicable

External Auditor Name

Forvis Mazars LLP, Newcastle Upon Tyne, NE1 1DF

External Auditor Signature Forvis Mazars LLP Date **22 September 2026**

Deal Town Council

Notice of conclusion of audit

Annual Return for the year ending 31 March 2026 Section

25 of the Local Audit and Accountability Act 2014 Accounts and Audit

(England) Regulations 2015

–

1. The audit of accounts for the Council for the year ending 31 March 2026 has been concluded.

2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of the Council on application to:

   Paul Bone, Responsible Finance Officer, Deal Town Council The

   Town Hall, High Street, Deal, CT14 6TR

   (Between 9:30 am and 12:30 pm) 07555292446

3. Copies will be provided to any local government elector on payment of **£1** for each copy of the Annual Return.

Announcement made by: Paul Bone, Responsible Finance Officer,

Deal Town Council

Date of announcement: 30th September 2026

Attachment 9

DEAL TOWN COUNCIL
MEMORANDUM

To: Councillor T Bond Chairperson of the Finance & General Purposes Committee, Committee members
From: Mr P Bone Responsible Finance Officer
Date: 11 November 2025
Subject: National Pay Award 2025/26

The National Association of Local Councils (NALC) has published the agreed national pay award figures for 2026/27.

This award represents an increase of approximately 3.3%.

The award is within the current agreed salaries budget.

In accordance with staff contracts of employment, this award has been applied and backdated to 1st April 2026.

Decision Required

Members to note the report

DEAL TOWN COUNCIL
MEMORANDUM

To: Councillor T Bond Chairperson of the Finance & General Purposes Committee, Committee members
From: Mr P Bone Responsible Finance Officer
Date: 10 November 2026
Subject: Draft Budget 2027/28

Information to note.

As requested at previous meetings of this committee, an extra meeting of this committee on 22nd December has been included in the meeting schedule to consider the draft budget for 2027/28 in closed session and make recommendations to the January Full Council meeting.

Should more time be needed, there is the scheduled January meeting of this committee where the budget can be further debated if necessary.

As in some previous years, I will be inviting all Deal Town Councillors to an informal evening workshop with me, where I will go through the Budget and Precept setting process. I will aim to do this in the first week of December.

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