

# HORLEY TOWN COUNCIL

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**The Annual Meeting of Horley Town Council will be held at the Albert Rooms,  
Albert Road, Horley on Tuesday 12 May 2009 at 7.30pm.**

**All correspondence and papers referred to in the public part of the agenda are  
available to view in the Town Council Offices during normal office hours.**

- 1 Election of the Chairman of the Council (Outgoing Chairman in the Chair.)**  
  
**Elected Chairman to take the Chair**
- 2 Receipt of the Incoming Chairman's Declaration of Acceptance of Office**
- 3 Apologies and Reasons for absence**
- 4 Receipt of Members' Notification of Change to Registered Financial and Other Interests (Form LGA 3)**
- 5 Election of the Vice-Chairman of the Council**
- 6 Declarations of Interest**
- 7 Public Forum**
- 8 Confirmation of Inspection of Town Council Deeds and Trust Instruments**
- 9 Appointments to Committees**  
To agree appointments to:
  - i) Leisure & Amenities Committee.**
  - ii) Planning & Development Committee.**
  - iii) Finance & General Purposes Committee.**
- 10 Review of Town Council and Committee Sub-Committees**  
To review the list of existing sub-committees and amend as necessary.  
(Current list attached.)
- 11 Appointments to Sub-Committees**  
To agree appointments to the Sub-Committees which report to Full Council.
- 12 Review of Committees' Outside Bodies**  
To review the list of Outside Bodies, to which Committees will be making appointments at their first meetings, and amend as necessary (Current list attached.)

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- 13 Minutes**  
i) To approve the minutes of the Ordinary Meeting of the Council held on 7 April 2009.  
ii) To approve the minutes of the meeting of the Staff Sub-Committee held on 15 April 2009.
- 14 Matters Arising**  
i) Ordinary Meeting of the Council held on 7 April 2009.  
ii) Staff Sub-Committee meeting held on 15 April 2009.
- 15 Committee Reports**  
To receive the minutes of the meetings of the following Committees:  
i) Leisure & Amenities Committee held on 3 March 2009  
ii) Planning & Development Committee held on 17 March 2008  
iii) Finance & General Purposes Committee held on 24 March 2008
- 16 Meetings Report**  
To receive a report of meetings recently attended by Cllr Marshall.
- 17 Casual Vacancies**  
To receive an update on action taken.
- 18 Staff Salaries**  
To approve the recommendation of the Staff Sub-Committee that, following the NALC Employment Briefing dated 10th March 2009, a final salary award of 0.3% for the Clerk, Deputy Clerk and Assistant Clerk to be applied from 1 April 2008.
- 19 Surrey Police**  
To receive an update on recent liaison meetings.
- 20 Partnership between Horley Town Council and Reigate & Banstead Borough Council**  
i) To receive the report which was considered by the Borough Council's Executive on 23 April 2009.  
ii) To approve the Statement of Joint Working (approved by the Borough Council's Executive on 23 April 2009.)
- 21 Horley Edmonds Community Fund**  
To receive an update.
- 22 Council's Accounts for Year Ending 31 March 2009**  
i) Following the recommendation of the Finance & General Purposes Committee, to approve the Unaudited Balance Sheet as at 31 March 2009, the Income & Expenditure Account for 1 April 2008 to 31 March 2009, Reserve Analysis as at 31 March 2009 and other associated documents  
ii) Annual Return – to agree the way forward
- 23 Horley Anderson Centre – Lease to Nuffield Health (formerly Canons Health & Fitness)**  
To receive an update.

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- 24 Reigate & Banstead Partnership**  
To receive a report of the recent meeting held on 29 April 2009.
- 25 Letters Received**
- 26 Urgent Business**  
To note urgent business for inclusion on future agenda.
- 27 Press Release**  
To agree items for inclusion.
- 28 Exclusion of Public and Press**  
“In view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and that they be instructed to withdraw.”
- 29 Approval of Confidential Minutes** **CONFIDENTIAL**  
i) To approve the confidential minutes of the Ordinary Meeting of the Council held on 7 April 2009.  
ii) To approve the confidential minutes of the meeting of the Staff Sub-Committee held on 15 April 2009.
- 30 Matters Arising** **CONFIDENTIAL**  
i) Ordinary Meeting of the Council held on 7 April 2009.  
ii) Staff Sub-Committee meeting held on 15 April 2009.
- 31 Committee Reports – Confidential Minutes** **CONFIDENTIAL**  
To receive the confidential minutes of Committee meetings.
- 32 Press Release**  
To agree items for inclusion.

**Date of next meeting – 7 July 2009**



**Signed**

**Alan Jones**

**7 May 2009**