

# HORLEY TOWN COUNCIL

**Alan Jones** FCSI ACIB

**Town Clerk**

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**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,  
Albert Road, Horley on Tuesday 20 October 2015 at 7.30pm.**

**1 Apologies and Reasons for Absence**

- i) To receive apologies and reasons for absence.
- ii) To consider a request for a three month leave of absence from a Town Councillor.

**2 Disclosable Pecuniary Interests and Non-Pecuniary Interests**

To receive any declarations of interest in relation to any items included on this agenda.

**3 Public Forum**

**4 Minutes**

To approve the minutes of the Ordinary Meeting of the Council held on 1 September 2015

**5 Matters Arising**

Ordinary Meeting of the Council held on 1 September 2015

**6 Committee Reports**

To receive the minutes of the meetings of the following Committees:

- i) Unapproved minutes of the Leisure & Amenities Committee held on 8 September 2015 (attached).
- ii) Unapproved minutes of the Finance & General Purposes Committee held on 29 September 2015 (attached).
- iii) Approved minutes of the Planning & Development Committee held on 18 August 2015 (attached).
- iv) Approved minutes of the Planning & Development Committee held on 15 September 2015 (attached).

**7 Chairman's Report**

To receive a report of events recently attended by the Chairman or his representative.

**8 Reports from Surrey County Councillors**

- i) To consider any reports received.
- ii) To note that Cllr Dorothy Ross-Tomlin, accompanied by the SCC Community Services Manager, will be making a presentation to members, immediately prior to the Full Council meeting on 15 December 2015.

**9 Surrey Police**

To receive an update on liaison meetings and other matters.

**10 Community Foundation for Surrey – Horley Edmonds Community Fund**

- i) To note receipt of the Quarter 2 Fund Statements (April – September 2015)
- ii) To note receipt of the 2015 Fund Report for the Horley Edmonds Community Fund.
- iii) To receive a presentation from the Foundation's Deputy Director on the operation of the Horley Edmonds Community Fund.

**...Continued**

- 11 Annual Audit for the Year Ending 31 March 2015**  
 i) To note that the audit has been completed and is unqualified.  
 ii) To receive the External Auditor's Certificate and Opinion (Section 3 of the Annual Return.)  
 iii) To approve the completed Annual Return  
 iv) To note receipt of the Issues Arising Report and to agree an Action Plan.
- 12 Presentation on Precept 2016 - 2017**  
 To receive a presentation from the clerk.
- 13 Horley Town Council and Reigate & Banstead Borough Council Liaison Meeting**  
 To receive an update on the Liaison Meeting, planned to take place on 9 December 2015.
- 14 Elections to the NALC Larger Council's Committee**  
 To consider information received.
- 15 Sussex & Surrey ALC (SSALC) Programme for Certificate in Local Council Administration (CiLCA)**  
 To approve the enrolment of two Town Council officers on the SSALC CiLCA Programme for the total fee of £640.00.
- 16 Letters Received**
- 17 Diary Dates**
- 18 Urgent Business**  
 To note urgent business for inclusion on future agenda.
- 19 Press Release**  
 To agree items for inclusion.
- 20 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."
- 21 Confidential Minutes** **CONFIDENTIAL**  
 To approve the confidential minutes of the Ordinary Meeting of the Council held on 1 September 2015.
- 22 Matters Arising** **CONFIDENTIAL**  
 Ordinary Meeting of the Council held on 1 September 2015.
- 23 Committee Reports – Confidential Minutes** **CONFIDENTIAL**  
 To receive the confidential minutes of Committee meetings.
- 24 Horley Edmonds Community Fund** **CONFIDENTIAL**  
 To consider applications for funding.
- 25 Devolved Powers and other Contractual Issues** **CONFIDENTIAL**  
 To receive an update.
- 26 Grounds Maintenance Contract 2016-2020** **CONFIDENTIAL**  
 To receive an update.
- 27 Press Release**  
 To agree items for inclusion.



Signed, Town Clerk, 15 October 2015      Date of Next Meeting – 15 December 2015