

# HORLEY TOWN COUNCIL

Council Office, 92 Albert Road  
Horley, Surrey RH6 7HZ

Alan Jones FSI ACIB  
Town Clerk

Tel: 01293 784765  
Fax: 01293 775789

email: [town.clerk@zen.co.uk](mailto:town.clerk@zen.co.uk)  
[www.horleysurrey-tc.gov.uk](http://www.horleysurrey-tc.gov.uk)

**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,  
Albert Road, Horley on Tuesday 8 July 2008 at 7.30pm.**

**The meeting will be preceded, at 7.00 pm, by a presentation on  
Reigate & Banstead Borough Council's Local Development Framework**

**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 Apologies and Reasons for absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Minutes**  
To approve the minutes of the Annual Meeting of the Council held on 13 May 2008.
- 5 Matters Arising**  
Annual Meeting of the Council held on 13 May 2008.
- 6 Committee Reports**  
To receive the minutes of the meetings of the following Committees:
  - i) Leisure & Amenities Committee held on 15 April 2008
  - ii) Finance & General Purposes Committee held on 29 April 2008
  - iii) Planning & Development Committee held on 22 April 2008
  - iv) Planning & Development Committee held on 20 May 2008
- 7 Chairman's Report**  
To receive a report of meetings recently attended by Cllr Simon Marshall.
- 8 Meetings with Surrey Police**  
To receive an update.
- 9 National Association of Local Councils (NALC)**
  - i) Quality Status Accreditation – to receive an update.
  - ii) To consider any other information received.
- 10 Surrey County Association of Parish & Town Councils (SCAPTC)**  
To consider information received.

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- 11 Members' Training**  
To note that two training evenings are planned for 7 & 21 October 2008.
- 12 Estate of Cyril Edmonds**  
i) To approve the Fund Agreement with the Surrey Community Foundation.  
ii) To receive an update on other related matters.
- 13 Draft Charter between Reigate & Banstead Borough Council and Horley Town Council**  
To receive an update.
- 14 Relocation of Town Council Offices**  
To receive an update.
- 15 Horley Highlights Newsletter**  
To approve additional distribution methods.
- 16 Annual Audit for the Year Ending 31 March 2008**  
i) Following the recommendation of the Finance & General Purposes Committee, to approve the Unaudited Balance Sheet as at 31 March 2008, the Income & Expenditure Account for 1 April 2007 to 31 March 2008, Reserve Analysis as at 31 March 2008 and other associated documents  
ii) To approve the Statement of Accounts, the Statement of Assurance and the Annual Internal Audit Report. (Sections 1,2 & 4 of the Annual Return)
- 17 Letters Received**
- 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 confidential nature of the business about to be transacted, it is proposed that, in the public interest, the public and press be excluded from the remainder of the meeting under the provisions of The Public Bodies (Admission to Meetings) Act 1960.
- 21 Approval of Confidential Minutes** **CONFIDENTIAL**  
To approve the confidential minutes of the Annual Meeting of the Council held on 13 May 2008.
- 22 Matters Arising** **CONFIDENTIAL**  
Annual Meeting of the Council held on 13 May 2008.
- 23 Committee Reports – Confidential Minutes** **CONFIDENTIAL**  
To receive the confidential minutes of Committee meetings.

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**24 Michael Crescent Scout Hut**

**CONFIDENTIAL**

- i) To receive an update on recent meetings.
- ii) To consider the appointment of Brewer Jewel Architects to carry out a feasibility study of the building for the sum of £850 plus VAT.

**25 Press Release**

To agree items for inclusion.

**Date of next meeting – 9 September 2008**



**Signed**

**Alan Jones**

**3 July 2008**