

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 5 April 2016 at 7.30 pm.**

- 1 Apologies and Reasons for Absence**
To receive apologies and reasons for absence.
- 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 9 February 2016
- 5 Matters Arising**
Ordinary Meeting of the Council held on 9 February 2016.
- 6 Committee Reports**
To receive the minutes of the meetings of the following Committees:
 - i) Unapproved minutes of the Leisure & Amenities Committee held on 23 February 2016
 - ii) Unapproved minutes of the Finance & General Purposes Committee held on 15 March 2016
 - iii) Approved minutes of the Planning & Development Committee held on 2 February 2016
 - iv) Approved minutes of the Planning & Development Committee held on 1 March 2016
- 7 Chairman's Report**
To receive a report of events recently attended by the Chairman or his representative.
- 8 Reports from Surrey County Councillors**
To consider any reports received.
- 9 St Bartholomew's Church – Maintenance of New Churchyard**
To consider a grant application from the Church.
- 10 Surrey Police**
To receive any updates.
- 11 Horley Town Council and Reigate & Banstead Borough Council Liaison Meeting, 5 April 2016**
To receive an update on the meeting held earlier at Reigate Town Hall.
- 12 Town Council Policies**
To consider the Policies, which have been recommended for approval.
- 13 Standing Orders**
To approve the revised wording of Standing Order no 139 to read as follows:
"Where the value of a contract is likely to exceed £25,000 the Council must comply with Articles 109 to 114 of the Public Contracts Regulations 2015 and must advertise the contract opportunity on the "Contracts Finder" uk.gov website.
- 14 Horley Town Plan**
To approve the Town Plan, for release at the Horley Town Meeting on Friday 29 April 2015.

- 15 Communications Strategy**
To consider the appointment of Recenseo Ltd to develop a Communications Strategy, as recommended by the Finance & General Purposes Committee.
- 16 Devolved Powers Agreement – Church Meadows and Town Centre Planting**
i) To receive an update and to note action taken regarding the maintenance of Church Meadows.
ii) Members’ inspections of open spaces in Horley, which are no longer maintained by the Town Council – to consider the way forward.
- 17 Seasonal Planters and Hanging Baskets**
Quotation received from Amethyst Horticulture – to ratify action taken.
- 18 Election Costs, May 2015**
To note receipt of the invoice from Reigate & Banstead Borough Council totalling £2,150.46.
- 19 Gatwick Diamond Business – Renewal of Subscription 2016-2017**
To consider payment of £310 plus VAT.
- 20 St George’s Day Fayre, 23 April 2016**
To receive an update from Cllr Baker.
- 21 Letters Received**
- 22 Diary Dates**
- 23 Urgent Business**
To note urgent business for inclusion on future agenda.
- 24 Press Release**
To agree items for inclusion.
- 25 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.”
- 26 Confidential Minutes** **CONFIDENTIAL**
To approve the confidential minutes of the Ordinary Meeting of the Council held on 9 February ’16.
- 27 Matters Arising** **CONFIDENTIAL**
Ordinary Meeting of the Council held on 9 February 2016.
- 28 Committee Reports – Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of Committee meetings.
- 29 Staffing Matters** **CONFIDENTIAL**
To receive the minutes of the meeting of the Staff Sub-Committee held on 18 March 2016 and to consider the recommendations therein.
- 30 Horley Edmonds Community Fund** **CONFIDENTIAL**
To consider an application for funding.
- 31 Press Release**
To agree items for inclusion.



Signed, Town Clerk, 31 March 2016

Date of Next Meeting – 17 May 2016 (Annual Meeting of Horley Town Council)