

HORLEY TOWN COUNCIL

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Following Government advice, essential meetings of Horley Town Council will be held virtually during the Covid-19 lockdown period and not in the Council Chamber. All papers will be published on our website and social media channels as normal. Members of the public may join the meeting remotely by requesting a Zoom link (by email to: town.clerk@horleytown.com) by no later than one hour before the start of the meeting. This meeting may be recorded for monitoring purposes.

A Virtual Meeting of Horley Town Council will be held on Tuesday, 28 April 2020, at 7.30 pm.

- 1 Virtual Meeting (Committee Chairman)**
To resolve that, in view of the Covid-19 crisis, this meeting of Full Council, taking place on 28 April 2020 be held virtually.
- 2 Apologies and Reasons for Absence**
To receive apologies and reasons for absence.
- 3 Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive any declarations of interest in relation to any items included on this agenda.
- 4 Public Forum**
Members of the public are invited to put questions or draw relevant matters to the Council's attention. Each member of the public is allowed to speak once only and for a maximum of five minutes in respect of a business item on the agenda and shall not speak for more than five minutes at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chairman may direct that a member of the public submits a question or comment in writing which shall be answered in due course. At the end of the Public Forum, members of the public will have their video feed turned off and microphone muted by the meeting facilitator. They may however remain to see and hear the meeting but may no longer take part unless invited to do so at the discretion of the Chair.
- 5 Minutes**
To approve the minutes of the Ordinary Meeting of the Council held on 11 February 2020.
- 6 Full Council Updates**
- 7 Committee Reports**
To receive the minutes of the meetings of the following Committees:
 - i) Unapproved minutes of the Leisure & Amenities Committee held on 25 February 2020.
 - ii) Unapproved minutes of the Finance & General Purposes Committee held on 10 March 2020
 - iii) Approved minutes of the Planning & Development Committee held on 14 January 2019
 - iv) Approved minutes of the Planning & Development Committee held on 18 February 2020
 - v) Approved minutes of the Planning & Development Committee held on 17 March 2020
- 8 Chairman's Report**
To receive a report of any events attended by the Chairman or his representative since the last Full Council meeting on 11 February 2020.
- 9 Borough, County Councillor and Other Related Updates**
To receive any updates.
- 10 COVID-19 - Postponement of Local Government Elections, 7 May 2020**
To note the postponement by UK Government of the Local Elections (Reigate & Banstead Borough Council), as well as those for Police & Crime Commissioners, until 6 May 2021, as a result of the Coronavirus outbreak.

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11 COVID-19 – General Update and Business Continuity Arrangements

- i) To note information received from the UK Government, National and County Associations (NALC/SSALC), and other sources of advice on the Covid-19 situation.
- ii) Supporting Communities – To receive an update on help and support available through community partnership working.
- iii) To note arrangements in place for business continuity by the Town Council during the Covid-19 lockdown period.
- iv) To note the enforced closure of the Edmonds Community Hall for hire and other sites owned or managed by the Town Council until further notice.
- vi) To approve the Council’s draft Scheme of Delegation, as recommended by NALC/SSALC, on the delegation of statutory business and other matters.

12 COVID-19 - Council Meetings

- i) To note that the Town Council may lawfully conduct remote meetings until 7 May 2021, under ‘The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) 2020 Regulations’.
- ii) To consider deferment of the Annual Meeting until May 2021, lawfully permitted under the 2020 Regulations, together with the continuance of Council and Committee Chairmanships.
- iii) To note the postponement of the Horley Town Meeting (due to be held on 24 April) and to ratify the decision taken.
- iv) Subject to item 12ii), to approve the suggested calendar of meetings during the Coronavirus outbreak (until 30 June 2020) and to confirm Committee memberships, noting any requested changes.

13 Office of Town Councillor: Vacancies in Horley South Ward

- i) To receive an update on the vacancy following the resignation of Michael Robinson and to agree the way forward.
- ii) To receive an update on the vacancy following the resignation of Pamela Chandler.

14 Horley Town Plan

To note that publication of the Town Plan is currently suspended, due to the Coronavirus Outbreak and to consider a possible delay in publication until the Financial year 2021/2022.

15 Horley Town Council Grants Scheme

To consider an application for funding.

16 Application for Funding for the New Churchyard at St Bartholomew’s Church

To consider an application for funding towards the maintenance of the New Churchyard from the Rev Canon Leslie Wells.

17 Leisure Reports

- i) Closure of Playgrounds & Parks Equipment – to ratify costs of £600 plus VAT for emergency signage produced by PLG Signs.
- ii) Grounds Maintenance Contract with ide verde (formerly Burleys) – to receive any updates, Café in the Park – to note that building works are currently suspended and to receive any updates.
- iii) Refurbishment of Horley Recreation Ground Tennis Courts & Community Tennis Initiatives – to receive any updates.
- iv) Summer Planting – to receive an update.
- v) Horley in Bloom 2020 – to receive an update on decisions taken.

18 Staffing Matters

To receive any updates.

19 Letters Received



Town Clerk, 23 April 2020

Date of Next Meeting – to be advised