

HORLEY TOWN COUNCIL
Finance & General Purposes Committee

A meeting of the above-named Committee will be held at the Albert Rooms,
Albert Road, Horley, on **Tuesday 22 November 2016 at 7.30 pm**

A G E N D A

1 Apologies and Reasons for Absence

2 Disclosable Pecuniary Interests and Non-Pecuniary Interests

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

3 Public Forum

4 Approval of Minutes

Committee Meeting, Tuesday 27 September 2016

5 Matters Arising

Committee Meeting, Tuesday 27 September 2016

6 Audit Matters

i) To receive the Councillors' Audit Certificate for September 2016.

ii) To receive the Internal Auditor's Report (Interim Report no 1, 2016-2017)

7 Financial Reports

To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 30 September 2016

8 Communications

i) To receive an update on any recent meetings of the Communications Sub-Committee.

ii) Communications Strategy & Policies – to consider the paper and to agree the way forward.

ii) To receive an update on any other matters.

9 Horley Town Guide 2017

To receive an update.

10 Borough Standards Committee

To receive an update on any recent meetings.

**11 Surrey Association of Local Councils (Surrey ALC)
& National Association of Local Councils (NALC)**

To receive updates on recent meetings and to consider any information received.

12 Renewal of IT Support

To approve the renewal of the agreement with Micro Maintenance.

13 Telephone System Maintenance Contract

To consider the quotation received from Tritel Communications Ltd.

14 Innes Pavilion – Renewal of Tenancy Agreement

To approve the renewal of the Agreement.

15 Banners on Railings, Horley Recreation Ground – Regulations and Charges

To agree the way forward.

...Continued

- 16 Planting of Centenary Oak in Memorial Gardens**
To consider information received.
- 17 Letters Received**
- 18 Diary Dates**
To note forthcoming events.
- 19 Urgent Business**
To note urgent business for inclusion on any future agenda.
- 20 Press Release**
To agree items for inclusion.
- 21 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.”
- 22 Approval of Confidential Minutes** **CONFIDENTIAL**
Committee Meeting, Tuesday 27 September 2016
- 23 Matters Arising** **CONFIDENTIAL**
Committee Meeting, Tuesday 27 September 2016
- 24 Town Council Estimates & Precept 2017 / 2018** **CONFIDENTIAL**
To agree estimates and Precept for 2017 / 2018, for recommendation to Full Council on 13 December 2016.
- 25 Press Release**
To agree items for inclusion.



Signed: Town Clerk, 17 November 2016

Date of next meeting – Tuesday 17 January 2017