

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 30 April 2019 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 12 March 2019.

5 Finance Updates

6 Internal Audit Matters

- i) To receive the Councillors' Audit Certificate for February and March 2019.
- ii) To receive an update on the unaudited accounts for year ending 31 March 2019 and to consider making additional provision for earmarked funds.
- iii) Annual accounts (Annual Governance & Accountability Return) 2018/2019– to receive an update on information received from External Auditor PKF Littlejohn LLP

7 Financial Reports

To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 March 2019

8 Communications

- i) To receive an update on the meeting of the Communications Sub-Committee held earlier in the evening and to consider any recommendations made.
- ii) To receive updates on any other matters.

9 General Data Protections Regulations (GDPR)

To receive any updates.

10 Councillor Training

To receive details of Member Code of Conduct Training and other Councillor Training Sessions.

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

- i) To receive updates on recent meetings and other events attended.
- ii) To receive updates on any other matters and to consider any information received.

12 Cycle of Meetings 2019 – 2020

To consider the Cycle of Meetings, for recommendation to the Annual Meeting on 21 May 2019.

13 Use of Edmonds Hall as Polling Station

To note that the Edmonds Hall is to be used as a Polling Station for the European Parliamentary Elections on Thursday 23 May 2019. (Also being used for Local Government Elections on 2 May 2019.)

14 Town Meeting, 16 May 2019

To receive any updates.

...Continued

- 15 Community Infrastructure Levy (CIL)**
To receive an update on payments received.
- 16 Edmonds Hall Upgrades**
i) To note the purchase of an updated Apple TV System for the sum of £124.17 plus VAT.
ii) Sound System- to receive any updates.
- 17 Town Council Insurance**
To receive a report of a recent meeting with WPS Insurance Brokers.
- 18 Football, Court Lodge Fields**
To finalise a revised charging process for football teams, including any changes to Pitch Fees, as may be agreed.
- 19 Michael Crescent Scout Hut**
To receive updates on recent works carried out and any other matters.
- 20 Summer Planting, Memorial Gardens**
To consider the quotation from Burleys, if received.
- 21 Innes Pavilion Lease**
To receive any updates.
- 22 Security Patrols**
To note that Smartguard Security has implemented a 4% increase on charges made for Security Patrols. (No change to charges for keyholding services and alarm response services.)
- 23 Henry Smith Charity**
To consider correspondence received.
- 24 Letters Received**
- 25 Diary Dates**
To note forthcoming events.
- 26 Items for Future Consideration**
To note items for inclusion on future agenda.
- 27 Press Release**
To agree items for distribution.
- 28 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.”
- 29 Approval of Confidential Minutes** **CONFIDENTIAL**
Committee Meeting, Tuesday 12 March 2019.



Signed: Joan Walsh, Town Clerk, 25 April 2019

Date of next meeting – To be advised