

**HORLEY TOWN COUNCIL**  
**ORDINARY MEETING OF THE COUNCIL**

Minutes of an Ordinary Meeting of Horley Town Council held at the Albert Rooms,  
Albert Road, Horley on Tuesday 12 December 2017 at 7.30 pm.

<b>Present</b>	Cllrs Mike George – Chairman & Town Mayor J Baird J Baker S Banwait R Biggs J Hudson D Jackson A Kitajewski H Kitajewski L Mabbett Samantha Marshall Simon Marshall Valerie Marshall R Olliver H Randall
<b>In Attendance</b>	A Jones (Town Clerk) C Fenton (Head of Leisure & Deputy Clerk) J Walsh (Town Clerk Elect)

**C 4302      Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllrs Etheridge, Powell and Stimpson be accepted, for reasons as specified in the attendance register.***

**C 4303      Disclosable Pecuniary Interests and Non-Pecuniary Interests**

Cllr Randall declared a Pecuniary Interest in the Council Hire Charges item, in view of his position as a tenant at Church Road Allotments. He left the Council Chamber whilst the hire charges for allotments were being agreed.

***RESOLVED: noted.***

**C 4304      Public Forum**

No members of the public were present.

***RESOLVED: noted.***

**C 4305      Ordinary Meeting of the Council, 17 October 2017**

The minutes of the above meeting of the Council were presented for confirmation by members and signature by the Chairman of

C 4305) the Council.

**RESOLVED: that the minutes of the Ordinary Meeting of the Council held on 17 October 2017, including all confidential items, be approved.**

C 4306 Leisure & Amenities Committee, 31 October 2017

**RESOLVED: that the unapproved minutes of the above meeting of the Leisure and Amenities Committee, including all confidential items, be received**

C 4307 Finance & General Purposes Committee, 21 November 2017

**RESOLVED: that the unapproved minutes of the above meeting of the Finance and General Purposes Committee, including all confidential items, be received.**

C 4308 Planning & Development Committee, 10 October 2017

**RESOLVED: that the approved minutes of the above meeting of the Planning and Development Committee, including all confidential items, be received.**

C 4309 Planning & Development Committee, 7 November 2017

**RESOLVED: that the approved minutes of the above meeting of the Planning and Development Committee, including all confidential items, be received.**

C 4310 Horley Town Council and Reigate & Banstead Liaison Committee

It was noted that the next meeting of the Committee had been provisionally agreed to take place on 8 March 2018.

**RESOLVED: noted.**

C 4311 Chairman's Report

The Chairman advised that he had attended the following:

Re-opening of the Air Balloon Pub & Restaurant  
RBL Surrey Poppy Launch  
Horley Lions Bonfire & Fireworks Display  
Re-dedication of the Memorial Gardens  
National Two Minutes Silence in Town Centre Precinct  
Remembrance Sunday Parade & Service  
Photoshoot for Horley Skate Park Opening  
Prizegiving at Horley Flower Club Christmas Show  
Opening of Manorfield School Christmas Fair

- C 4311)** Discussion re Radio & Video Project at Horley Young People's Centre  
Presentation of Prizes at HATs Christmas Fair  
Horley Methodist Church Christmas Tree Festival Carol Service

**RESOLVED: noted.**

**C 4312 Reports from County Councillors**

The Chairman updated members on the meeting held the previous week with County Cllrs Kay Hammond and Graham Knight (also a Borough Councillor). It was noted that SCC was supporting the provision of live bus information for all buses. The County Councillors were to chase a resolution between Surrey Highways and the relevant utility companies, to finally resolve the sink hole problem in Victoria Road. It was hoped that a JETs Officer would attend the Residents' Forum Meeting on 30 January. The charges levied on HATs regarding the suspension of parking bays during their Christmas Fair were to be investigated.

**RESOLVED: noted.**

**C 4313 Proposals for Possible Café at Horley Recreation Ground**

The Clerk advised that a meeting of the Café Working Party was to be held in January and this would also be attended by David Copeland of Copeland Yussuf Chartered Surveyors. The outcome of the Planning Application was expected before Christmas. (Subsequently approved.)

**RESOLVED: noted.**

**Royal British Legion (Horley Branch)**

- C 4314** **RESOLVED: that the Horley RBL be recognised as an Outside Body of Horley Town Council (proposal already approved by Horley RBL).**

- C 4315** **RESOLVED: that Cllr Samantha Marshall be appointed as the Town Council representative to attend Horley RBL Committee Meetings. (Substitute: Cllr Simon Marshall)**

**C 4316 Remembrance Services 2017**

It was noted that questions had been raised as to whether any temporary arrangement might be put in place in 2018 to improve the flow of people into the Memorial Gardens, immediately prior to the Sunday Service.

**RESOLVED: noted.**

## **Silent Soldiers**

- C 4317** It was noted that a site meeting had been held to agree the location of four Silent Soldiers in the Memorial Gardens (two sponsored by HTC and two sponsored by the Horley RBL). The third HTC sponsored Silent Soldier was to be placed between the MAD Ideas sponsored flower beds, adjacent to the Shell/Little Waitrose Roundabout. (Afternote, sadly this particular Soldier subsequently went missing.)

**RESOLVED: noted.**

- C 4318** **RESOLVED: that the additional £75 raised from members' donations be donated to the Surrey Royal British Legion.**

- C 4319** **Town Council Hire Charges for Albert Rooms and Allotments for 2018/2019**

**RESOLVED: that the charges, as appended, be approved.**

- C 4320** **Town Centre Carol Service and Councillors' Hospitality, 16 December 2017**

Members were reminded that the Carol Service was due to take place the following Saturday, with refreshments being provided afterwards in the Day Centre at Regent Hall. As always, assistance from members setting up, serving and clearing up afterwards to be much appreciated.

**RESOLVED: noted.**

- C 4321** **Request for Donation from Plane Justice**

**RESOLVED: that a request from the Acting Chairman of Plane Justice for a donation towards their Route 4 Legal Action Fighting Fund be declined.**

- C 4322** **Town Council Estimates and Precept – Financial Year 2018/2019**

**RESOLVED: that the recommendations of the Finance & General Purposes Committee be approved and a Precept of £351,333 be set for the Financial Year 2018/2019, representing £36.90 per Band D Household (2.66% increase), the Borough Council to be informed accordingly. (Full details are appended.)**

**RESOLVED: noted.**

**C 4323 Community Foundation for Surrey – Horley Edmonds Fund**

Members considered a request for funding from the Tall Ships Youth Trust for funding for residential voyages, mainly for disadvantaged/disabled young people in Kent, Sussex and Surrey. After some discussion, the following was resolved:

***RESOLVED: that a grant of £250 per young person be approved, up to a maximum of four people (£1,000), subject to the Town Council receiving confirmation beforehand that each young person is a Horley resident.***

**C 4324 Diary Dates**

***RESOLVED: that future events be noted, in particular the Town Centre Carol Service on 16 December and Residents' Forum on 30 January.***

**C 4325 Press Release**

***RESOLVED: that the press release, as appended, be released to the press and placed on the Town Council website.***

**C 4326 Confidential Business**

***RESOLVED: that, "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."***

**C 4327 -  
C 4330 Staffing Matters**

**CONFIDENTIAL**

Members were updated on a recent meeting of the Staff Committee and ratified amendments to salaries, the recruitment process for a temporary staff member and the urgent appointment of a representative from Helixhr Ltd to investigate staff grievance allegations.

It was noted that this would be the last meeting for Alan Jones in his capacity as Town Clerk and members, in particular past and present Council Chairmen, thanked Alan for his immense support over the past fifteen years.

**Meeting closed at 8.25 pm**

**Date of next meeting: 13 February 2018**

# HORLEY TOWN COUNCIL

**Edmonds Community Hall, Albert Rooms, Albert Road, Horley RH6 7HZ**

The premises comprise a hall, approximately 22 ft x 40 ft, a fitted kitchen, ladies', gentlemen's and disabled toilets, a wheelchair access ramp and 15 parking spaces. The building is in a residential area so some noise issues do apply. (Maximum hire = 60 People)

## SCALE OF HIRE CHARGES - Effective 1 January 2018

Session	Weekdays		Session	Saturday Whole Session	Sunday Whole Session
<b>Morning</b>	£		9.00 – 14.00 hrs	£	£
Up to 2 hours	<b>27.00</b> (regular)			<b>48</b> (regular)	<b>48</b> (regular)
Whole session	<b>35.00</b> (regular)			<b>32</b> (2 hrs regular)	<b>32</b> (2 hrs regular)
Ad Hoc Booking	<b>48.00</b> (ad hoc)			<b>80</b> (ad hoc)	<b>80</b> (ad hoc)
<b>Afternoon</b>	£		14.00 – 18.00 hrs		
Up to 2 hours	<b>27.00</b> (regular)			<b>48</b> (regular)	<b>48</b> (regular)
Whole session	<b>35.00</b> (regular)			<b>32</b> (2 hrs regular)	<b>32</b> (2 hrs regular)
Ad Hoc Booking	<b>48.00</b> (ad hoc)			<b>80</b> (ad hoc)	<b>80</b> (ad hoc)
<b>Evening</b>	£		18.00 – 23.30 hrs		
Up to 2 hours	<b>29.00</b> (regular)			<b>120</b>	<b>80</b>
Whole Session	<b>40.00</b> (regular)		Sundays:		
Ad Hoc Mon-Thur	<b>65.00</b> (ad hoc)		18.00 – 22.00 hrs		
Ad Hoc Friday	<b>90.00</b> (ad hoc)				
			<b>£15 for use of AV equipment (regular hirers)</b> <b>£25 for use of AV equipment (ad hoc hirers)</b>		

**Notes** Conferences with the use of AV equipment and conference tables - rates on application  
 Children's parties restricted to 0 – 12 yrs. Other Parties subject to prior discussion

## PENALTY CLEANING CHARGES

Service	Charge
<b>Cleaning, in accordance with Conditions of Hire, when the hirer has failed to observe conditions regarding the cleaning of the premises.</b>	<b>£20 per hour</b>
<b>Removal of Rubbish, in accordance with Conditions of Hire, when the hirer has failed to observe conditions regarding the removal of rubbish.</b>	<b>£10 per bag</b>

**A deposit of £100.00 is required at the time of booking for midweek events, and £150.00 is required for weekend events.** This is refundable provided that all hiring conditions have been observed and no damage has occurred. The Council reserves the right to vary the above charges at its discretion.

# HORLEY TOWN COUNCIL

## CHARGES FOR HIRE OF ALLOTMENTS 2018 - 2019

### **ALLOTMENTS – CHURCH ROAD, HORLEY**

Full Plot (125 sq m)	<b>£50.00</b>	<b>Per annum</b>
Half Plot (62.5 sq m)	<b>£30.00</b>	<b>Per annum</b>

### **LANGSHOTT ALLOTMENTS, HORLEY**

Full Plot (62.5 sq m)	<b>£45.00</b>	<b>Per annum</b>
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## Precept 2018/19

	<b>Budget</b> 2017/18	<b>Forecast</b> 2017/18	<b>Budget</b> 2018/19	<b>Projection Projection</b> 2019/20 2020/21	
<b>Expenditure/Income</b>	£	£	£	£	£
F&GP Expenditure	265,105	265,205	267,105	268,422	275,622
F&GP Income	-19,050	-16,385	-16,020	-16,310	-17,320
Leisure & Amenities Expenditure	135,464	135,464	139,209	123,171	124,031
Leisure & Amenities Income	-32,651	-32,651	-33,751	-33,976	-34,176
Full Council, Grants etc	7,000	7,000	7,000	7,000	7,000
<b>Net Expenditure</b>	<b>355,868</b>	<b>358,633</b>	<b>363,543</b>	<b>348,307</b>	<b>355,157</b>
<b>NET EXPENDITURE</b>	<b>355,003</b>		<b>363,543</b>	<b>348,307</b>	<b>355,157</b>
Earmarked Funds	47,000		29,000	30,000	30,000
Total Expenditure	402,003		392,543	378,307	385,157
Council Tax Support Grant	-10,240		-5,210	0	0
Double Taxation Grant	-35,400		-36,000	-36,100	-36,300
General Reserve funds(- used /+increased)	-23,500		0	0	0
Total Funds Requirement	332,863		351,333	342,207	348,857
<b>Precept requirement</b>	<b>332,863</b>		<b>351,333</b>	<b>342,207</b>	<b>348,857</b>

<b>Summary 2018/19</b>		(Band D Parish Element of Council Tax)		Tax
No of Households 2017	9,522.4	18/19		<b>36.90</b>
No of Households 2016	9,262.1	17/18		<b>35.94</b>
Increase in no of households	260	Annual Increase per household	£	<b>0.96</b>
		% increase		<b>2.66</b>

<b>Predicted Movements on Reserves</b>	1.4.17	17/18 movements	17/18 spend	1.4.18 earmark	
<b>General fund</b>	173,960				173,960
predicted underspend 17/18		0			
<b>Earmarked Funds</b>					
Election Contingency	11,243				11,243
Replacement - playgrounds	34,000	30,000	-64,000	24,000	24,000
Council Offices Rebuilding	0				0
Projects Fund - Café	90,000			5,000	95,000
Projects Fund - Michael Crescent	10,000				10,000
Projects Fund - Skatepark	61,900		-61,900		0
sub total	207,143	30,000	-125,900	29,000	140,243
<b>Total Reserves</b>	<b>381,103</b>	<b>30,000</b>	<b>-125,900</b>	<b>29,000</b>	<b>314,203</b>



	2016/17	2017/18	2017/18	+/-	2018/19	2019/20	2020/21	Comments and Justification
	Actual	Budget	Forecast		Budget	Projection	Projection	
<b>FINANCE &amp; GENERAL PURPOSES COMMITTEE</b>								
<b>Income</b>								
<b>INTEREST RECEIVABLE</b>								
Deposit Account Interest	4,235	750	750	0	750	0	0	
	4,235	750	750	0	750	0	0	
<b>MISCELLANEOUS SERVICES</b>								
Photocopying	143	80	65	-15	50	80	80	
	143	80	65	-15	50	80	80	
<b>LETTINGS</b>								
Edmonds Hall lettings	16,538	18,000	15,000	-3,000	15,000	16,000	17,000	
Meeting Room lettings	265	220	220	0	220	230	240	income from MP's surgery only
Saturday Market	1,460	0	350	350	0	0	0	
	18,263	18,220	15,570	-2,650	15,220	16,230	17,240	
Total F&GP Income	22,641	19,050	16,385	-2,665	16,020	16,310	17,320	
<b>F&amp;GP Expenditure</b>								
<b>LEGAL &amp; STATUTORY</b>								
Audit Costs	1,780	2,200	1,800	400	2,200	2,266	2,334	combined Ext & Int Audit fees
Insurance	6,928	7,100	7,000	100	7,500	7,725	7,957	low claim rebate
Legal Fees	781	1,500	2,500	0	1,500	1,545	1,591	
	9,489	10,800	11,300	500	11,200	11,536	11,882	
<b>SALARIES</b>								
Salaries	101,396	128,000	128,000	0	125,000	132,000	136,000	
NIC Employer	10,464	10,600	10,600	0	10,600	11,000	11,400	
Superannuation Employer	38,459	40,800	40,800	0	24,000	25,000	26,000	
	150,319	179,400	179,400	0	159,600	168,000	173,400	
<b>OFFICE EXPENDITURE</b>								
Stationery	1,532	2,000	1,200	800	1,500	1,545	1,591	
Postage, Courier	328	400	400	0	400	425	438	
Office supplies & equipment	1,545	1,200	1,600	-400	1,600	1,200	1,236	
Website	2,677	2,000	2,000	0	2,000	2,000	2,060	
Communication	1,529	1,800	1,800	0	1,800	1,800	1,854	
Photocopier	2,920	4,500	4,500	0	4,500	4,500	4,635	
Fire equipment & servicing	1,332	1,000	1,000	0	1,000	1,000	1,030	
Health & Safety		60	60	0	60	60	62	
Window cleaning	385	600	600	0	600	620	639	
Information Technology & Support	4,542	6,000	6,000	0	6,000	4,000	4,120	
	16,790	19,560	19,160	400	19,460	17,150	17,665	
<b>ADMINISTRATION</b>								
Bank charges	1,137	1,350	1,350	0	1,350	1,400	1,450	inc debit charges, HSBCnet, fees
Professional fees	781	750	750	0	21,750	15,000	15,000	HR retainer, consultancy, data prot
Election expenses	0	0	0	0	0	0	0	refer earmarked
Newsletter	228	400	400	0	400	420	420	reduced costs due to Intouch nl
Councillors' training & expenses	1,174	1,000	1,000	0	1,000	1,100	1,100	
Advertising	0	0	0	0	0	0	0	
Staff training & expenses	695	1,500	1,500	0	1,500	1,545	1,591	
Chairman's allowance	476	400	400	0	400	412	424	
Subscriptions & Licences	6,107	6,800	6,800	0	6,800	7,004	7,214	Scribe, SurreyALC, GGP, D Prot, Sage
Presentation badges/WW1 Book	0	0	0	0	0	0	0	
Town Guide	85	500	500	0	500	515	530	
	10,683	12,700	12,700	0	33,700	27,396	27,730	
<b>RENT &amp; RATES</b>								
PWLB Repayment	19,545	19,545	19,545	0	19,545	19,545	19,545	PWLB loan of £300,000 over 30 yrs
Council Offices rates	1,895	4,500	4,500	0	4,500	4,500	4,600	New Rateable Value 2017
Saturday Market rates	0	0	0	0	0	0	0	RBBC confirmed 19.10.12
	21,440	24,045	24,045	0	24,045	24,045	24,145	
<b>MAINTENANCE &amp; REPAIR</b>								
Council Office Repairs & Maint	2,629	3,000	3,000	0	3,000	3,090	3,183	
Offices, hall (cleaning)	7,390	8,300	8,300	0	8,500	8,755	9,018	
Maintenance Contracts	1,155	2,300	2,300	0	2,600	2,650	2,700	heating, aircon, barrier etc
	11,174	13,600	13,600	0	14,100	14,495	14,900	

	2016/17	2017/18	2017/18	+/-	2018/19	2019/20	2020/21	Comments and Justification
	Actual	Budget	Forecast		Budget	Projection	Projection	
<b>OTHER RUNNING COSTS</b>								
Council Office utilities	3,495	5,000	5,000	0	5,000	5,800	5,900	
	3,495	5,000	5,000	0	5,000	5,800	5,900	
<b>Total F&amp;GP Expenditure</b>	<b>223,390</b>	<b>265,105</b>	<b>265,205</b>	<b>900</b>	<b>267,105</b>	<b>268,422</b>	<b>275,622</b>	
	22,641	19,050	16,385	-2,665	16,020	16,310	17,320	
	200,749	246,055	248,820	let requ/mnt	251,085	252,112	258,302	
<b>LEISURE &amp; AMENITIES COMMITTEE</b>								
<b>Income</b>								
<b>DEVOLVED POWERS</b>								
Devolved Powers RBBC	0	1,700	1,700	1,700	1,700	1,700	1,700	
	0	1,700	1,700	1,700	1,700	1,700	1,700	
<b>LETTINGS &amp; RENTS</b>								
Bowling Club lease	251	251	251	0	251	276	276	
Events Income + Banners	9,452	5,000	5,000	0	6,000	5,000	5,000	fairground, circus, banners
Church Road Allotments Rent	3,373	3,200	3,200	0	3,300	3,400	3,500	
Langshott Allotments Rent	3,778	3,500	3,500	0	3,500	3,600	3,700	
Football pitches income	9,522	10,000	10,000	0	10,000	10,500	10,500	
Innes Pavilion - rent	9,000	9,000	9,000	0	9,000	9,500	9,500	
<b>Rents Received</b>	<b>35,376</b>	<b>30,951</b>	<b>30,951</b>	<b>0</b>	<b>32,051</b>	<b>32,276</b>	<b>32,476</b>	
<b>Total L&amp;A Income</b>	<b>35,376</b>	<b>32,651</b>	<b>32,651</b>	<b>1,700</b>	<b>33,751</b>	<b>33,976</b>	<b>34,176</b>	
<b>Expenditure</b>								
<b>GROUNDS MAINTENANCE</b>								
GM Contract 2016/2020	55,267	46,500	46,500	0	50,000	50,500	51,000	
Playground Inspections	7,283	7,700	7,700	0	8,300	7,800	7,900	inc grounds inspections
Playground Repairs	3,743	8,500	8,500	0	5,000	5,000	5,100	
Parks furniture	0	400	400	0	2,500	400	400	
Signage	35	1,550	1,550	0	1,600	1,500	1,500	
Himalayan Balsam Action	0	0	0	0	0	500	500	
Pest Control	20	520	520	0	550	600	600	
Project Expenditure	25,665	0	0	0	0	0	0	
Tree Surgery	4,931	7,000	7,000	0	8,000	8,000	8,000	all grounds
	96,944	72,170	72,170	0	75,950	74,300	75,000	
<b>HORLEY RECREATION GROUND</b>								
Maintenance	4,893	2,000	2,000	0	2,000	2,000	2,000	
Memorial & Ornamental Gdns	5,754	6,000	6,000	0	5,000	5,000	5,000	
	10,647	8,000	8,000	0	7,000	7,000	7,000	
<b>COURT LODGE &amp; INNES PAVILION</b>								
Rent to RBBC	1	1	1	0	1	1	1	
Refurbishment/Repairs	1,149	6,000	6,000	0	6,000	6,000	6,000	
Football Pitches posts/repairs	2,901	1,000	1,000	0	1,000	1,000	1,000	
Football Pavillion cleaning costs	2,275	2,050	2,050	0	2,050	2,075	2,100	
Telephone	353	290	290	0	290	295	300	
Rates	0	2,000	2,000	0	2,000	2,050	2,100	
Security	1,027	1,500	1,500	0	1,500	1,500	1,500	
Boiler/Heating Maint Contract	795	820	820	0	820	850	880	
Innes Pavilion utilities	2,366	2,500	2,500	0	2,500	2,550	2,600	
PWLB receipt/repayment	14,718	14,718	14,718	0	14,718	0	0	PWLB loan final payt 27.11.18
<b>Total</b>	<b>25,585</b>	<b>30,879</b>	<b>30,879</b>	<b>0</b>	<b>30,879</b>	<b>16,321</b>	<b>0</b>	<b>16,481</b>
<b>MICHAEL CRESCENT</b>								
Rates & Utilities	552	700	700	0	700	700	700	
Bldg and Grounds	0	1,550	1,550	0	1,550	1,550	1,550	
Scout Hut Demolition	0	0	0	0	0	0	0	
	552	2,250	2,250	0	2,250	2,250	2,250	
<b>EMLYN MEADOWS</b>								
Emlyn Meadows	1,252	500	500	0	500	500	500	
	1,252	500	500	0	500	500	500	
<b>ALLOTMENTS</b>								
Church Rd Maintenance & repair	1,072	1,700	1,700	0	1,700	1,800	1,800	skips, signs, car park
Church Rd Utilities	20	450	450	0	450	600	600	water etc
Langshott Set up Costs	2,503	0	0	0	0	0	0	

	2016/17	2017/18	2017/18	+/-	2018/19	2019/20	2020/21	Comments and Justification
	Actual	Budget	Forecast		Budget	Projection	Projection	
Langshott Utilities	0	900	900	0	900	900	900	
	3,595	3,050	3,050	0	3,050	3,300	3,300	
<b>TOWN CENTRE</b>								
Flower baskets, beds and planters	8,995	8,500	8,500	0	8,500	8,500	8,500	
Sponsorship	-5,257	-1,000	-1,000	0	-1,000	-1,000	-1,000	
Horley/SE in Bloom	2,007	2,100	2,100	0	2,100	2,200	2,200	
Christmas Tree	1,112	1,900	1,900	0	1,900	2,000	2,000	
	6,857	11,500	11,500	0	11,500	11,700	11,700	
<b>SECURITY</b>								
Security Patrols	2,586	2,600	2,600	0	2,600	3,000	3,000	patrol rec grounds)innes separate
CCTV Installation	3,135	1,550	1,550	0	2,500	2,500	2,500	enhancements
CCTV Maintenance	635	2,100	2,100	0	2,100	2,300	2,300	
CCTV Broadband Connection	865	865	865	0	880			
	7,221	7,115	7,115	0	8,080	7,800	7,800	
<b>Total L&amp;A Expenditure</b>	<b>152,653</b>	<b>135,464</b>	<b>135,464</b>	<b>0</b>	<b>139,209</b>	<b>123,171</b>	<b>124,031</b>	
	<b>35,376</b>	<b>33,751</b>	<b>33,751</b>	<b>1,700</b>	<b>33,751</b>	<b>33,976</b>	<b>34,176</b>	
	117,277					89,195	89,855	
<b>FULL COUNCIL</b>								
Churchyards Grant	5,200	6,000	6,000	0	6,000	6,000	6,000	
HTC Grants Scheme	437	1,000	1,000	0	1,000	1,000	1,000	
	5,637	7,000	7,000	0	7,000	7,000	7,000	
<b>Net Spend</b>	<b>346,304</b>	<b>355,868</b>	<b>358,633</b>	<b>-800</b>	<b>363,543</b>	<b>348,307</b>	<b>355,157</b>	

# HORLEY TOWN COUNCIL

**Alan Jones** FCSI ACIB

**Town Clerk**

**Council Offices, 92 Albert Road  
Horley, Surrey RH6 7HZ**

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**Joss Convey  
Chief Financial Officer  
Reigate & Banstead Borough Council  
Town Hall  
Reigate  
RH2 0SH**

**13 December 2017**

Dear Joss

## Precept for 2018/19

At the Full Council meeting of Horley Town Council, on Tuesday 12 December 2017, members approved the budget for the next financial year and agreed a Town Precept of £351,333.

It is calculated that, on a Council Tax base of 9,522.4, this will produce a rate per Band D household of £36.90. A Council Tax Support Grant amounting to £5,210 has been included in our income and shown in the analysis, which I understand will be paid to us to compensate for the reduction in the tax base, as well as an anticipated amount of £36,000 receivable under the terms of the section 136 agreement, with the precise amount of the latter figure being subject to adjustment for inflation. The total amount due will therefore be approximately £392,543

I enclose a copy of the breakdown of income and expenditure estimates and Final Budget summary for the financial year 2018/19.

If you do have any queries, please do not hesitate to contact me.

Yours sincerely

**Town Clerk  
Horley Town Council**

## HORLEY TOWN COUNCIL PRECEPT 2018 - 2019

Approved by Full Council - 12 December 2017

Service	Expenditure	Estimates Income	Net
Parks, Recreation Grounds & Town Centre	124,491	33,751	90,740
Projects & Repayments	34,263	0	34,263
Property Maintenance & Improvement	14,100	0	14,100
Grants Scheme etc	7,000	0	7,000
Rents, Rates, Lettings & Utilities	9,500	15,220	-5,720
Administration	193,300	800	192,500
General Expenditure	30,660	0	30,660
Earmarked Funds	29,000		29,000
<b>Totals 2018-2019</b>	<b>442,314</b>	<b>49,771</b>	<b>392,543</b>
less from reserves			0
less Council Tax Support Grant			5,210
less Section 136 LGA 72			36,000
		<b>Precept</b>	<b>351,333</b>
		Council Tax Base	9,522.4
		Precept Band D Council Tax	<b>36.90</b>

## **PRESS RELEASE (BUDGET SPEECH)**

### **Horley Town Council - Precept for 2018/2019**

On behalf of Horley Town Council I would like to announce that the Precept for 2018/2019 has been set at a total net figure of **£351,333**. This means that the Town element of Council Tax will be an average annual amount of **£36.90** representing an annual increase of **96p** per Band D household (+ **2.66 %**).

The Town Council remains fully committed to maintaining **all its services**, as well as pursuing a programme of enhancements and new projects. These will include improvements to our recreation grounds and playgrounds. A new concrete skate park has already been installed at Horley Recreation Ground this year, thanks in part to funding from Surrey County Council and Reigate & Banstead Borough Council and a new playground will be installed at Court Lodge Fields within the current Municipal Year. The Town Council has also applied for planning permission to install a café and toilets at Horley Recreation Ground.

The Town Council will continue to support St Bartholomew's New Churchyard and has made provision for **£6,000** towards its grounds maintenance, subject to the approval of a grant application from the Church.

Provision has been made for continued enhancements to CCTV, in consultation with Surrey Police. There will also continue to be a commitment to have regular security patrols in all Town Council parks, to aid the safety of all members of public.

The Council has made provision for floral displays to enhance the town centre for the benefit of residents and visitors. We are grateful to those Borough and County Cllrs who continue to use their Community Awards Scheme to provide generous funding for this and other projects, including the Horley in Bloom Photographic Competition.

The Town Council will continue to seek funding from appropriate bodies (for example the Gatwick Airport Community Trust). The Council will increase its earmarked funds by £29,000 for new projects including the replacement of the safety surfacing at Horley Recreation Ground.

In conclusion, in a challenging financial climate, Horley Town Council is committed to providing and enhancing facilities that meet the communities' needs, and in doing so, achieving them at best value. Detailed information on the budget will be available on our website [www.horleysurrey-tc.gov.uk](http://www.horleysurrey-tc.gov.uk) or from the Town Council Offices.

**Cllr Samantha Marshall, Chairman Finance & General Purposes Committee**  
**12 December 2017**

**Ends**