

HORLEY TOWN COUNCIL

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**The Annual Meeting of Horley Town Council will be held at the Albert Rooms,
Albert Road, Horley on Tuesday 19 May 2015 at 7.30pm.**

- 1 Election of the Chairman of the Council (Outgoing Chairman in the Chair.)**

Elected Chairman to take the Chair
- 2 Receipt of the Incoming Chairman's Declaration of Acceptance of Office**
- 3 Election of the Vice-Chairman of the Council**
- 4 Apologies and Reasons for Absence**
- 5 Receipt of Members' Declarations of Acceptance of Office.**
- 6 Declarations of Interest – to receive Members' Declarations of Disclosable Pecuniary and Non-Pecuniary Interests**
- 7 Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive any declarations of interest in relation to any items included on this agenda.
- 8 Public Forum**
- 9 Vacancy Left Unfilled by Reason of Insufficient Nominations (Horley North Ward)**
To approve action taken.
- 10 Cycle of Meetings 2015-2016**
To approve the Cycle of Meetings, as recommended by the outgoing Administration.
- 11 Confirmation of Inspection of Town Council Deeds and Trust Instruments**
- 12 Appointments to Committees**
To agree appointments to:
 - i) Leisure & Amenities Committee.**
 - ii) Planning & Development Committee.**
 - iii) Finance & General Purposes Committee.**
- 13 Review of Town Council and Committee Sub-Committees & Working Groups**
To review the list of existing sub-committees and amend as necessary.
- 14 Review of Committees' Outside Bodies**
To review the list of Outside Bodies, to which Committees will be making appointments at their first meetings, and amend as necessary.

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- 15 Appointments to Sub-Committees & Working Groups reporting to Full Council**
To agree the appointments. (Appointments to sub-committees & working groups reporting to Committees to be made at the first of each Committee meeting.)
- 16 Town Council Representation on the Surrey Association of Local Councils (Surrey ALC)**
To approve the continued appointment of Cllr Olliver.
- 17 Town Council Representation on Gatwick Diamond Business**
To agree the Town Council representative.
- 18 Minutes**
To approve the minutes of the Ordinary Meeting of the Council held on 31 March 2015
- 19 Matters Arising**
Ordinary Meeting of the Council held on 31 March 2015
- 20 Committee Reports**
To receive the minutes of the meetings of the following Committees:
- i) Unapproved minutes of the Leisure & Amenities Committee held on 14 April 2015 (attached).
 - ii) Unapproved minutes of the Finance & General Purposes Committee held on 28 April 2015 (attached).
 - iii) Approved minutes of the Planning & Development Committee held on 10 March 2015 (attached)
 - vi) Approved minutes of the Planning & Development Committee held on 7 April 2015 (attached).
- 21 Chairman's Report**
To receive a report of events recently attended by the outgoing Chairman or his representative.
- 22 Reports from County Councillors**
To consider any reports received.
- 23 General Power of Competence**
To resolve that "Horley Town Council reaffirm adoption of the General Power of Competence."
- 24 Langshott Allotments – Grant Agreement Supplemental to two Section 106 Agreements regarding the Provision and Maintenance of the Allotment site in Ladbroke Road**
To receive the signed Financial Agreement'
- 25 Devolved Powers – Possible Renewal of Agency Agreement (ends 30.6.15)**
To receive a report of the meeting of Town Council and Borough Council representatives, held earlier in the day.
- 26 Tanyard Barn**
To consider the Town Council's future interest in owning and managing the building, as discussed at the recent meeting of the Finance & General Purposes Committee.
- 27 Town Council Insurance**
To consider proposals put forward by WPS Insurance Brokers

- 28 Members Audit prior to Finance & General Purposes Committee on 16 June 2015**
To agree attendance by two members.
- 29 Rota for Collection of Market Fees**
To agree a list of willing members.
- 30 Receipt of Documentation by Members**
To agree the way forward, with regard to receipt of digital and paper copies.
- 31 Surrey Police**
To receive an update on recent liaison meetings and other matters.
- 32 Letters Received**
- 33 Diary Dates**
- 34 Urgent Business**
To note urgent business for inclusion on future agenda.
- 35 Press Release**
To agree items for inclusion.
- 36 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.”
- 37 Confidential Minutes** **CONFIDENTIAL**
To approve the confidential minutes of the Ordinary Meeting of the Council held on 31 March 2015.
- 38 Matters Arising** **CONFIDENTIAL**
Ordinary Meeting of the Council held on 31 March 2015.
- 39 Committee Reports – Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of Committee meetings.
- 40 Horley Edmonds Community Fund** **CONFIDENTIAL**
To consider a grant application received.
- 41 Press Release**
To agree items for inclusion.



Signed, Town Clerk, 14 May 2015

Date of Next Meeting – 30 June 2015 (provisional)