

HORLEY TOWN COUNCIL

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An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms, Albert Road, Horley on Tuesday 10 December 2019 at 7.30 pm.

1 Apologies and Reasons for Absence

To receive apologies and reasons for absence.

2 Disclosable Pecuniary Interests and Non-Pecuniary Interests

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

3 Public Forum

4 Minutes

To approve the minutes of the Ordinary Meeting of the Council held on 15 October 2019.

5 Full Council Updates

6 Committee Reports

To receive the minutes of the meetings of the following Committees:

- i) Unapproved minutes of the Leisure & Amenities Committee held on 5 November 2019
- ii) Unapproved minutes of the Finance & General Purposes Committee held on 26 November 2019
- iii) Approved minutes of the Planning & Development Committee held on 24 September 2019
- iv) Approved minutes of the Planning & Development Committee held on 22 October 2019

7 Chairman's Report

To receive a report of events recently attended by the Chairman or his representative.

8 Borough, County Councillor and Other Related Updates

- i) To receive an update on the recent meeting with County Councillors Kay Hammond and Graham Knight.
- ii) Residents' Forum Meetings - to receive any updates.
- iii) To receive an update on the meeting of the HTC/RBBC Liaison Committee held on 2 December 2019.
- iv) To receive an update on any other matters.

9 Election of a Town Councillor (Horley West Ward), 12 December 2019

To note that an Extraordinary Full Council meeting is to be held at 7.00 pm on Tuesday 7 January 2020, to receive the newly elected member's Declaration of Acceptance of Office & Declaration of Disclosable Pecuniary and Non-Pecuniary Interests and to make their Committee appointments.

10 Internal Auditor Appointment

To note that this is the final year of Paul Hartley's appointment as Internal Auditor for Horley Town Council and to receive an update on the appointment of his successor for the Financial Year 2020/2021.

11 Climate Emergency Motion

- i) To consider the following climate emergency motion put forward by the Environment Working Group:
"That the Town Council will resolve to:
Declare a 'Climate Emergency' that requires urgent action".
- ii) To consider the draft briefing paper by the Environment Working Group on climate change and to agree an action plan of the Council's environmental activities in the future.

12 Environmental Matters

- i) To approve the Town Council's Environmental Policy.
- ii) To receive an update on any other matters.

- 13 Town Council’s Grounds Maintenance Contract**
To receive an update on the contract between the Town Council and Burleys.
- 14 “Tennis for Free”, Horley Town Council**
To approve the Court Operator Agreement between “Tennis for Free” and Horley Town Council.
- 15 Open Air Cinema in Horley Recreation Ground, 2020**
To consider a request from Silent Summer Screenings to hold their Open-Air Cinema at Horley Rec on Friday 18 September 2020 and, if approved, to agree arrangements for the visit.
- 16 Electric Cabinet, Town Centre Precinct**
To approve the arrangements, recently agreed between the Town and Borough Councils.
- 17 Damage to Rotary Ride at Court Lodge Playground**
To receive a report and to agree the way forward
- 18 Town Centre Carol Service & Councillors’ Hospitality**
To receive a final reminder about the events on Saturday 14 December.
- 19 Town Council Estimates and Precept - Financial Year 2020/2021**
To finalise requirements and set the Town Council Precept for 2020/21, following recommendations made by the Finance & General Purposes Committee at its meeting on 26 November 2019.
- 20 Horley Town Plan 2020-25**
To finalise Horley Town Plan 2020-25 in line with the approved Precept for 2020/2021.
- 21 Letters Received**
- 22 Diary Dates**
- 23 Items for Future Consideration**
To note items for inclusion on future agenda.
- 24 Press Release**
To agree items for inclusion.
- 25 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.”
- 26 Confidential Minutes** **CONFIDENTIAL**
To approve the confidential minutes of the Ordinary Meeting of the Council held on 15 October 2019
- 27 Committee Reports – Confidential Minutes** **CONFIDENTIAL**
No confidential minutes of Committee meetings.
- 28 Staffing Matters** **CONFIDENTIAL**
- i) To receive an update on recent meetings and actions taken.
 - ii) To amend the previously minuted hours of work for the Town Council’s Administration Officer and to record their updated hours being worked from November 2019.

