



## HORLEY TOWN COUNCIL

### Minutes of the Ordinary Meeting of Horley Town Council held on Tuesday 25 July 2023 at 7.30 pm

#### Present

Cllrs	Hannah Avery	Lynne Burnham	Cecilia Hughes
	Jante Baird	Victoria Chester	Robert Marr*
	James Baker *	Lynnette Easterbrook	Samantha Marshall
	Keith Barlow	Emma Fagan	Martin Saunders (Chairman)
	Jordan Beech*	Mike George	Tom Turner (Vice Chairman)
	Michael Blacker*	Jerry Hudson*	Steve Wotton*

#### \* Absent

#### In Attendance

J Walsh (Town Clerk)  
J Morgan (Responsible Financial Officer (RFO))

#### C 5592 Apologies and Reasons for Absence

**RESOLVED: that apologies received from Cllrs Baker, Beech, Blacker, Hudson, Marr and Wotton be accepted.**

#### C 5593 Disclosable Pecuniary Interests and Non-Pecuniary Interests

Cllr George declared a Non-Pecuniary interest in item 16 as he is the President of Horley United Football Club.

**RESOLVED: Noted.**

#### C 5594 Minutes

**RESOLVED: that the Minutes of the Council Meeting held [20 June 2023](#) including all confidential items, be agreed.**

#### Full Council Updates

#### C 5595 C 5580 Michael Crescent Centenary Park – Demolition Project Phase 1

The Town Clerk gave an update. The appointed contractor has been instructed and the demolition has been scheduled to begin in the week commencing 8 September 2023 (subject to final confirmation). It is anticipated that the scaffolding will be erected the week before. Arrangements are in hand for disconnection of utilities and lodging an application for the demolition with RBBC which would require a notice placed at the site in advance. Additionally, an information leaflet will be circulated to residents in mid-August. A survey of residents will also be conducted prior to Phase 2, on the playground upgrade, which will require a full tender.

Cllr George undertook to inform the Horley History Society about the redevelopment plans.

**RESOLVED: noted.**

## **Council Chairman's Report**

**C 5596** The Chairman's Report which was previously circulated to the Members for information, was received.

**RESOLVED: noted.**

## **Surrey Association of Local Councils (SALC) and National Association of Local Councils (NALC)**

### **NALC Call for Information on the Climate Emergency**

**C 5597** The Town Clerk summarised the information provided by HTC in the survey, on environmental activities undertaken to date. Cllr George remarked that Surrey ALC had apparently recorded receipt of only one response to the survey within the tight deadline set by NALC of just one week.

**RESOLVED: that HTC's response on environmental activities and sustainability measures undertaken. be ratified.**

### **C 5598 SALC Board update**

Cllr George gave the following information. Sally Harman had been appointed as the Chief County Officer and was welcomed at the Board meeting held on 14 July. At the meeting, the following items were discussed: -

- Website design – Members of the Board to submit ideas.
- Chairman's' forum discussed Council funding of pressure groups. The SALC advice is that Councils need to be seen to be impartial and should not fund pressure groups as funding implies that the Council supports the pressure groups' point of view. Councils should however be open to receiving information from all sections of the community.
- The cost of subscription to SALC will rise by 2% and the invoice will be issued in time for it to be considered when setting the budget and precept for 2024-25.
- Members of the Board had all undertaken Cyber Security training.
- The [Agenda for the AGM](#) and Conference had been issued, any Members wishing to attend should let the HTC office know.
- The forward work plan was reviewed and will be kept under constant review.

**RESOLVED: noted.**

## **Borough, County Council and Other Updates**

### **C 5599 SCC/RBBC/HTC Joint Council meetings 2023/24**

The Town Clerk gave a detailed summary of the meeting held on 21 July 2023 at the Town Council offices and commented that it had been very productive. (The notes of the meeting are attached for information).

**RESOLVED: noted.**

### **C 5600 RBBC/HTC Liaison Meetings 2023/24**

The Town Clerk advised that the next meeting will take place on 31 July 2023. The meeting would be chaired by the RBBC Leader, Cllr Richard Biggs and Borough and Town Councillors would also be in attendance along with Officers from both council tiers. The meeting minutes will be circulated to all Members when made available by RBBC.

**RESOLVED: noted.**

#### **Other Matters**

#### **C 5601 Surrey Fire and Rescue Service**

Cllrs Barlow and Chester reported that they had separately attended different '**Making Surrey Safer**' engagement activities with Surrey Fire and Rescue who were in the consultation phase of producing their new Making Surrey Safer Plan 2025-2029. HTC will be consulted on the draft plan in due course.

**RESOLVED: noted.**

#### **C 5602 Community Foundation for Surrey - Horley Edmonds Fund**

The Chairman gave a detailed update on the Local Area Funds Meeting he had attended on 12 July 2023. The notes of the meeting had previously been circulated to all Councillors.

**RESOLVED: noted.**

#### **C 5603 Council Policies – Equality & Diversity**

The Town Clerk summarised minor amendments required to the draft policy following review and these were approved. She further thanked Cllr Easterbrook for all her assistance. It was noted that the policy would be kept under regular review, unless there were any changes to the legislation in the meantime.

**RESOLVED: that the amended draft Equality and Diversity Policy be adopted by the Town Council and published on the website.**

#### **HTC Operational Matters**

#### **C 5604**

**RESOLVED:**

- i) that CCTV expenditure, to replace obsolete hardware with two new data recorders at Horley Rec and Court Lodge Fields, at a cost of £1580 + VAT, be approved.**
- ii) that arrangements to organise access to online banking with Handelsbanken, limited to read only access, be approved; and**
- iii) that £250,000 be placed on a short, fixed term deposit with Handelsbanken at a favourable rate, be approved.**

#### **C 5605 Pride Month (dedicated to celebrating the LGBTQ+ community)**

Cllr Turner proposed that HTC take part in '**Pride in Surrey**' at Priory Park, Reigate. As the Surrey-wide event was being held in the Reigate & Banstead borough this year, he felt that this was a unique opportunity for HTC to participate in some way to support the LGBTQ+ community of Horley. Although he had no substantive evidence, he felt

that a significant number of Horley residents would be taking part, and this would give the Town Council an opportunity to reach a wider demographic. Ideally, he proposed that HTC sponsor a half page advert, showing that the Town Council is proud to support Pride in Reigate & Banstead and additionally, sponsoring a stall and paying for Members to take part in the parade. There was no seconder for the proposal.

Members made the following comments.

- This was a Surrey-wide event.
- Members had concerns about spending Horley public money in Reigate and felt that this might be difficult to justify to Horley residents.
- Horley residents already pay council tax to RBBC so their money is already being spent in support of the event, it is difficult to understand how spending HTC funds would add value.
- Members were mindful of the need to make appropriate use of public money.
- There is no Horley Pride, so supporting the event at Reigate & Banstead would be a good way to show support to Horley residents.

Following the discussions, Cllr Marshall proposed, and Cllr Baird seconded that HTC do not participate in the Surrey Pride Event but organise something in Horley instead. Cllr Avery proposed, and Cllr George seconded that HTC organise a stall in Horley to show support for the community and Members join the Pride parade in Reigate but fund the small fee themselves.

**C 5605)      *RESOLVED: that Members arrange to host a stall in Horley Town Centre, in support of Surrey Pride and participate in Surrey Pride in Reigate by joining the parade at their own expense.***

**C 5606      ‘Café In The Park’ Tenancy, Horley Recreation Ground – Annual Rent Review**

The Town Clerk explained to Members that the tenant had agreed to be more consistent with trading hours, particularly closing times, in return for a discount made by HTC on the inflationary rise in the annual rent. A letter of agreement had been signed by both parties and there would be signage placed at the park indicating opening hours. The rise, which must be negotiated annually, was likely to be set at the CPI rate next year, although it was noted that this year’s discount would continue to be advantageous to the rental price in future years.

***RESOLVED: noted.***

**C 5607      RBBC Strategic Infrastructure Programme (SIP) 2023-2027**

An update was received from the Town Clerk on the outstanding spending agreements which were still awaited from RBBC, to enable the four infrastructure improvement projects to be progressed. A note of thanks was extended to Cllr Avery for acquiring more information on the current position which indicated that the agreements would be issued imminently. In the meantime, HTC had made as much progress as possible with preparatory actions to be able to move forward speedily once the agreements, contracts and funding were in place. Additionally, the Town Plan Working Group meeting would be held on 10 August to monitor progress and review the detailed action plan with a fuller report to be provided at the next Full Council meeting in September. A wish list of additional minor projects would also be assembled as there were other funding opportunities available at present and these were being pursued.

**RESOLVED: noted.**

**C 5608** **RESOLVED: that the latest quarterly HTC Neighbourhood CIL report from RBBC for the period 16/03/23 - 15/06/23 be received and the CIL receipts be noted.**

**C 5609** **HTC Council Grants Scheme 2023/24**

Members considered a grant application from Horley United FC for funding towards portable, branded pop-up gazebos. Members were supportive of the application in principle but felt there was insufficient information to make an informed decision and had further questions. As such, the club treasurer would be invited to the next Full Council meeting to provide more details.

**C 5609)** **RESOLVED: that the application made to the HTC Grants Scheme from Horley United FC, be deferred until the next Council meeting, for further consideration.**

**C 5610** **Proposal to form an Investment Working Group**

The Council Chairman delivered a short presentation on proposals to encourage inward investment in Horley, through a collaborative working group of councillors, investment donors and bidders with the objective to raise capital funding for a range of new local projects, not already pledged. After some discussion amongst Members, it was thought the concept had potential but might be a better fit with the constituted Horley Town Management Group (also represented by HTC) and explored through that forum with other community groups and businesses as part of a forward workplan. As such the HTMG Chairman would be consulted and, subject to approval, sight of the group's Terms of Reference and current action plan would be shared. Cllr Saunders said he would investigate further and aim to arrange an informal gathering of interested parties, as a starting point.

**RESOLVED: that, subject to the consent of the Chairman of Horley Town Management Group (HTMG), the group's Terms of Reference and forward work plan be circulated to all Members, so that proposals to form an Investment Working Group may be considered.**

**C 5611** **Diary Dates**

1 August - Planning Committee (Full)  
11 -12 August - Gaming Café Initiative  
29 August - Planning Committee (Interim)

**RESOLVED: noted.**

**C 5612** **Items for Future Consideration**

HTC Town Plan 2022-27 - update on Action Plan progress and other prospective projects.

**RESOLVED: noted.**

**C 5613** **Press Release**

PRIDE High Street Stall date.

**RESOLVED: noted.**

**Meeting closed at 9.25 pm. Date of next meeting – 5 September 2023**

