

# HORLEY TOWN COUNCIL

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**An Extraordinary Meeting of Horley Town Council will be held at the Albert Rooms, Albert Road, Horley on Tuesday 16 June 2009 at 7.00 pm.**

**All correspondence and papers referred to in the public part of the agenda are available to view in the Town Council Offices during normal office hours.**

- 1 Apologies and Reasons for absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Annual Audit for the Year Ending 31 March 2009**  
To approve the Statement of Accounts, the Statement of Assurance and the Annual Internal Audit Report. (Sections 1,2 & 4 of the Annual Return)
- 5 Town Council – Two Casual Vacancies (Both to be filled by Co-option)**
  - i)** To consider the three candidates for co-option and to receive any oral presentations, if given.
  - ii)** Voting Process – to receive an explanation from the Clerk.
  - iii)** First Casual Vacancy (Horley North West Ward) - to receive the results of the first and any subsequent vote. (First member duly elected.)
  - iv)** Second Casual Vacancy (Horley South Central Ward) - to receive the results of the first and any subsequent vote. (Second member duly elected.)
  - v)** To receive the new Members' Declarations of Acceptance of Office and Undertakings to observe the Local Authorities (Model Code of Conduct) Order 2007 and to decide when any declarations which have not been received, as provided by law, shall be received.
  - vi)** To agree when to receive the new Members' Notification of Interests (Form LGA 1) and signatures for the Bank Mandate.
  - vii)** Committee membership – to agree the way forward for the two newly elected members.
- 6 Letters Received**
- 7 Urgent Business**  
To agree urgent business for inclusion on future agenda.
- 8 Press Release**  
To agree items for inclusion.



**Date of Next Meeting – 7 July 2009**

