

HORLEY TOWN COUNCIL

Alan Jones FCSI ACIB

Town Clerk

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**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,
Albert Road, Horley on Tuesday 13 December 2016 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 18 October 2016
- 5 Matters Arising**
Minutes of the Ordinary Meeting of the Council held on 18 October 2016
- 6 Committee Reports**
To receive the minutes of the meetings of the following Committees:
 - i) Unapproved minutes of the Leisure & Amenities Committee held on 1 November 2016
 - ii) Unapproved minutes of the Finance & General Purposes Committee held on 22 November 2016
 - iii) Approved minutes of the Planning & Development Committee held on 11 October 2016
 - iv) Unapproved minutes of the Planning & Development Committee held on 8 November 2016
- 7 Chairman's Report**
To receive a report of events recently attended by the Chairman or his representative.
- 8 Reports from Surrey County Councillors**
 - i) Future Education Capacity in Horley – to consider the report provided by Cllr Kay Hammond.
 - ii) To consider any other information received.
- 9 Reigate & Banstead & Horley Town Council Liaison Meeting**
To receive an update on the meeting held on 8 November 2016.
- 10 Surrey Police**
To receive any updates.
- 11 Council Tax Referendum Proposals**
To ratify the response to the Local Government Finance Settlement Technical Consultation.
- 12 Proposals for Café at Horley Recreation Ground**
To receive any updates.
- 13 Communications Strategy and Policies**
To approve the Strategy, as recommended by the Finance & General Purposes Committee.
- 14 Highways Matters**
Following the recent Highways Update from Surrey County Council, to approve a letter to be sent to Sam Gyimah MP regarding Town Council concerns about funding of road repairs in Horley. ...Cont'd

- 15 Security Review at Town Council Offices**
i) Following a recent review by the Surrey Police Crime Reduction Officer, to consider modifications required to the building for staff safety.
ii) To approve the quotation of £1,502 plus VAT from Mitchells of Horley for some of the work required.
- 16 Surrey Association of Local Councils (Surrey ALC) & National Association of Local Councils (NALC)**
To note information received regarding 2017/2018 subscriptions.
- 17 Use of High Street Car Park**
To receive an update on recent meetings
- 18 Centenary Tree in Memorial Gardens**
To consider further information received.
- 19 Letters Received**
- 20 Diary Dates**
- 21 Urgent Business**
To note urgent business for inclusion on future agenda.
- 22 Press Release**
To agree items for inclusion.
- 23 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."
- 24 Confidential Minutes** **CONFIDENTIAL**
To approve the confidential minutes of the Ordinary Meeting of the Council held on 18 October 2016.
- 25 Matters Arising** **CONFIDENTIAL**
Minutes of the Ordinary Meeting of the Council held on 18 October 2016.
- 26 Committee Reports – Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of Committee meetings.
- 27 Staffing Matters**
i) To consider the recommendations of the Staff Sub-Committee, following a meeting held on 15 November 2016.
ii) To consider any other staffing matters.
- 28 Town Council Estimates and Precept - Financial Year 2017/2018** **CONFIDENTIAL**
To finalise requirements and set the Town Council Precept for 2017/18.
- 29 Press Release**
To agree items for inclusion.



Signed, Town Clerk, 8 December 2016 Date of Next Meeting – 7 February 2017