

**HORLEY TOWN COUNCIL**  
**Finance & General Purposes Committee**

A meeting of the above-named Committee will be held at the Albert Rooms,  
Albert Road, Horley, on **Tuesday 14 March 2017 at 7.30 pm**

**A G E N D A**

- 1 Apologies and Reasons for Absence**
- 2 Disclosable Pecuniary Interests and Non-Pecuniary Interests**  
To receive from members any declarations of interest in relation to any items included on this agenda.
- 3 Public Forum**
- 4 Approval of Minutes**  
Committee Meeting, Tuesday 17 January 2017.
- 5 Matters Arising**  
Committee Meeting, Tuesday 17 January 2017.
- 6 Audit Matters**
  - i)** To receive the Councillors' Audit Certificate for December 2016 plus January & February 2017.
  - ii)** To receive the Internal Audit Report 2016-2017 (Interim Report No 2), plus Clerk's responses where necessary.
- 7 Financial Reports**  
To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 28 February 2017.
- 8 Surrey County Council Pension Fund**  
To receive an update on Employer Pension Contributions.
- 9 Financial Regulations**  
To receive an update from the Clerk.
- 10 Communications**
  - i)** To receive an update on any recent meetings of the Communications Sub-Committee.
  - ii)** Accessing Town Councillor emails – to receive an update on progress.
  - iii)** Website Hosting Price List – to consider information received from Jarrett & Lam Consulting.
  - iv)** To receive an update on any other matters.
- 11 Borough Standards Committee**  
To receive an update on any recent meetings.
- 12 Surrey Association of Local Councils (Surrey ALC)  
& National Association of Local Councils (NALC)**  
To receive updates on recent meetings and to consider any information received.
- 13 Local Council Award Scheme**  
To note that the Town Council has been awarded Quality Status.
- 14 Freedom of Information Act – Model Publication Scheme**  
To review the Town Council's Policy.

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- 15 Cycle of Meetings 2017/2018**  
To review the current Cycle of Meetings. (Final Cycle of Meetings to be approved at Full Council on 4 April 2017.)
- 16 Town Meeting, 28 April 2017 plus Annual Report**  
To receive an update on arrangements made.
- 17 Emergency Plan Review**  
To receive an update.
- 18 Improvements / Repairs**  
To consider quotations received for:  
I) Replacement gate at Court Lodge Playground  
II) Installation of vehicular gate at Horley Rec Playground  
III) Installation of flooring at Langshott Allotment Toilet Block
- 19 Surrey Playing Fields**  
To approve payment of the Town Council's affiliation fee (£10 due by 31 March 2017).
- 20 St George's Day Fayre – Parking Issues**  
To receive an update from the HATs representative.
- 21 Letters Received**
- 22 Diary Dates**  
To note forthcoming events.
- 23 Urgent Business**  
To note urgent business for inclusion on any 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 Approval of Confidential Minutes** **CONFIDENTIAL**  
Committee Meeting, Tuesday 17 January 2017
- 27 Matters Arising** **CONFIDENTIAL**  
Committee Meeting, Tuesday 17 January 2017
- 28 Refurbishment of Innes Pavilion** **CONFIDENTIAL**  
To consider quotations received.
- 29 Press Release**  
To agree items for inclusion.



**Signed: Town Clerk, 9 March 2017**

**Date of next meeting – Tuesday 2 May 2017**