



# **HORLEY TOWN COUNCIL**

## **ANNUAL REPORT 2009 - 2010**

*Presented at Annual Town Meeting on 30 April 2010*

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## **INTRODUCTION**

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The Annual Report is issued by Horley Town Council and we trust you will find it to be an insight into our business and activities over the past municipal year.

This report incorporates all the statutory committee reports made by the Town Council's Committee Chairmen, which are to be presented at the Annual Town Meeting on 30 April 2010. It also includes a variety of information and statistics. At the time of producing this annual report our accounts for 2009/10 are not yet available, but we have included financial information relating to the financial year 2008/09. The unaudited accounts for 2009/10 will be available to the public for inspection from mid June 2010. We expect to publish the audited Annual Return in September 2010 on our website.

A list of all the Town Councillors and their representation on outside bodies is included in the next few pages.

An electronic copy of this report is also available from our website, [www.horleysurrey-tc.gov.uk](http://www.horleysurrey-tc.gov.uk). Our website will continue to be updated with regular news updates, council agenda and minutes together with a variety of community and business information.

Lastly, if you have any queries relating to the information contained in this document, please contact the Town Council Offices at

92 Albert Road, Horley RH6 7HZ

Telephone: 01293 784765 E-mail: [town.clerk@zen.co.uk](mailto:town.clerk@zen.co.uk).



**Alan Jones**  
**Town Clerk**  
1 April 2010

## **STATISTICS AND INFORMATION**

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The Town Council is administered as a first tier local government authority in an area whose County Authority responsibilities are maintained by Surrey County Council and whose District Council responsibilities are maintained by Reigate & Banstead Borough Council.

There are approximately 22,000 people residing within the boundary of this Town Council of which 16,380 are registered electors as at 1 April 2010.

The Precept is collected on the Town Council's behalf by Reigate & Banstead Council. For the fiscal year 2010/11, it is set at £282,769. This equates to a sum of £32.80 per band D household. The Precept for the previous fiscal year 2009/10 was set at £ 280,866.

The main responsibilities of the Town Council are:

- Albert Rooms lettings
- Allotments
- Children's Playgrounds
- Christmas Tree
- Court Lodge Recreation Ground
- Emlyn Meadows
- Football hire at Court Lodge Playing Fields
- Hanging Baskets
- Horley in Bloom
- Horley Recreation Ground
- Innes Pavilion
- Michael Crescent Centenary Park
- Planning and Development Consultation
- Saturday Market
- South & South East in Bloom
- Tennis Courts
- Working in partnership with the Town Centre Management Group
- Town Guide
- War Memorial
- Website

## TOWN COUNCILLORS

### Horley North

Paul Avis *	25 Greenfields Road, Horley RH6 8HW	CON	774357
Simon Marshall **	12 Castle Drive, Horley RH6 9DB	CON	786859
Valerie Marshall *	12 Castle Drive Horley, RH6 9DB	CON	786859
Michael Miller *	50 Haroldslea Drive, Horley RH6 9DU	CON	784201

### Horley North Central

David Powell *	48 Fairfield Avenue, Horley, RH6 7PD	CON	774695
Veronica Snowball *	35 Meadowcroft Close, Horley, RH6 9EJ	CON	785172
Fiona Stimpson *	Rosemead, 19 Church Road, Horley RH6 7EY	CON	784965

### Horley North East

Jack Chapman *	Forge Cottage, 43 Bonehurst Road, Horley RH6 8PJ	CON	786165
Richard Olliver *	2 Limes Avenue, Horley, RH6 9DH	CON	786710

### Horley North West

Denese Brooke-Harte*	47 Parkhurst Road, Horley RH6 8EU	UKIP	418090
Mike George *	31 Rutherwick Close, Horley RH6 8RD	RA	411655
Graham Knight *	3 West Meads, Horley RH6 9AF	CON	07912 580452
Sarah Rogers *	8 Palmer Close, Horley RH6 8LG	CON	07969 105244

### Horley South Central

Richard Bethell ***	1 Hamilton Close, Horley, RH6 7HW	CON	783195
Michael Robinson *	243 Balcombe Road, Horley RH6 9EF	CON	821001
Mo Goldsmith *	Council Offices, 92 Albert Road, Horley RH6 7HZ	CON	784765

### Horley South East

Peter Chapman *	161 Smallfield Road, Horley RH6 9LR	CON	783806
Stephen Thomas *	Council Offices, 92 Albert Road, Horley RH6 7HZ	CON	784765

### Town Clerk

Alan Jones	Council Offices, 92 Albert Road, Horley RH6 7HZ		784765
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\* Town Mayor and Chairman of the Town Council

\*\* Vice Chairman of the Town Council

#### Key: Political Affiliation

CON Conservative

RA Residents' Association

UKIP UK Independence Party

\* The above members were elected at the Local Government elections held on 3 May 2007.

\* Cllr Janice Gall (UKIP) resigned from the Council on 31 March 2009, moving out of the area. Cllr Sonia Odds (Labour Party) resigned from the Council on 31 March 2009 for health reasons. Cllrs Graham Knight and Michael Robinson were co-opted on 16 June 2009.

## POLITICAL BALANCE OF THE COUNCIL

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### Full Council

Conservative Party	1	8
	6	9%
Residents' Associations	1	5
	5	5%
UK Independence Party	1	5
	5	5%
	1	
	<u>8</u>	

### Committees

#### Finance & General Purposes Committee

Conservative Party	12	85.72%
Residents' Associations	1	7.14%
UK Independence Party	1	7.14%
	<u>14</u>	

#### Leisure & Amenities Committee

Conservative Party	9	90%
Residents' Associations	1	10%
	<u>10</u>	

#### Planning & Development Committee

Conservative Party	9	81.82%
Residents' Associations	1	9.09%
UK Independence Party	1	9.09%
	1	
	<u>1</u>	

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## **Committee Membership – 2009/2010**

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CHAIRMAN OF THE COUNCIL: Cllr Simon Marshall  
VICE-CHAIRMAN OF THE COUNCIL: Cllr Richard Bethell

### **Leisure & Amenities Committee**

J Chapman (**Chairman**)  
R Bethell  
M George  
M Goldsmith  
S Marshall  
V Marshall  
D Powell (**Vice-Chairman**)  
M Robinson  
S Rogers  
F Stimpson

### **Planning & Development Committee**

M George (**Chairman**)  
P Avis (**Vice Chairman**)  
R Bethell  
D Brooke-Harte  
J Chapman  
G Knight  
S Marshall  
M Miller  
R Olliver  
V Snowball  
F Stimpson

### **Finance & General Purposes Committee**

R Olliver (**Chairman**)  
P Avis  
R Bethell (**Vice-Chairman**)  
D Brooke-Harte  
J Chapman  
P Chapman  
M George  
M Goldsmith  
S Marshall  
V Marshall  
M Miller  
D Powell  
V Snowball  
S Thomas

## Sub-Committees 2009/2010

<u>Sub-Committee</u>	<u>Councillor(s)</u>	<u>Reporting to:</u>
<b>Awards Sub-Committee</b>	Mo Goldsmith Simon Marshall, Richard Olliver	Full Council
<b>Corporate Plan Sub-Committee</b>	Paul Avis, Jack Chapman Mike George, Richard Olliver David Powell	Full Council
<b>Decisions Sub-Committees (Finance &amp; General Purposes) (Leisure &amp; Amenities) (Planning &amp; Development)</b>	Chairman or Vice Chairman of Council plus Chairman & Vice Chairman of Committee concerned	Committee concerned
<b>Edmonds Management Committee</b>	Council Chairman, F&GP Chairman, David Powell	Full Council
<b>Emergency Plan Sub-Committee</b>	Council Chairman, Committee Chairmen, Mo Goldsmith, David Powell, Michael Robinson, Fiona Stimpson	Full Council
<b>Horley Town Council and Reigate &amp; Banstead Borough Council Liaison Committee</b>	Council Chairman, F&GP Chairman, David Powell	Full Council
<b>Police Liaison Committee</b>	Jack Chapman, Mike George, Simon Marshall, Michael Miller Richard Olliver	Full Council
<b>Reigate &amp; Banstead Partnership</b>	Vice-Chairman of Council (Substitute – Chairman)	Full Council
<b>Staff Sub-Committee</b>	Chairman & Vice Chairman of Council, Committee Chairmen	Full Council
<b>Horley Regeneration Forum</b>	Chairman P&D Vice-Chairman P&D Denese Brooke-Harte	Planning & Development
<b>Planning Applications Sub-Committee</b>	Chairman P&D, Vice-Chairman P&D. Denese Brooke-Harte, Richard Olliver	Planning & Development
<b>Borough Standards Committee</b>	Richard Bethell, Fiona Stimpson	Finance & General Purposes
<b>Editorial Sub-Committee</b>	Mike George, Michael Miller, Valerie Marshall, David Powell Denese Brooke-Harte	Finance & General Purposes



<b>Horley Market Sub-Committee</b>	Richard Bethell, Valerie Marshall, David Powell, Michael Robinson, Veronica Snowball	Finance & General Purposes
<b>Internal Audit Review Sub- Committee</b>	F&GP Chairman and Vice-Chairman	Finance & General Purposes
<b>Michael Crescent Community Hall Sub-Committee</b>	Denese Brooke-Harte, Jack Chapman, Mo Goldsmith, Simon Marshall	Finance & General Purposes
<b>Quality Status Sub-Committee</b>	Paul Avis, Richard Bethell, Denese Brooke-Harte, Mike George	Finance & General Purposes
<b>Risk Assessment Sub-Committee</b>	Peter Chapman Mike George Richard Olliver	Finance & General Purposes
<b>Standing Orders Sub-Committee</b>	Chairman of Council Committee Chairmen Steve Thomas	Finance & General Purposes
<b>Emlyn Meadows Advisory Committee</b>	Jack Chapman, Mike George, Mo Goldsmith, Simon Marshall, Valerie Marshall, C Cllr Kay Hammond plus Members of Public and Local Organisations	Leisure & Amenities
<b>Environmental Sub-Committee</b>	Richard Bethell, Jack Chapman, Mike George, Graham Knight, David Powell	Leisure & Amenities
<b>Grounds Maintenance Sub-Committee</b>	Jack Chapman, Simon Marshall, David Powell	Leisure & Amenities
<b>Horley in Bloom Advisory Committee</b>	Jack Chapman, Mo Goldsmith, Mike George, Simon Marshall, Valerie Marshall, Fiona Stimpson plus Members of other local organisations	Leisure & Amenities

## Outside Bodies 2009/2010

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<u>Outside Body</u>	<u>Councillor(s)</u>	<u>Reporting to:</u>
<b>Campaign to Protect Rural England (CPRE – Reigate &amp; Banstead)</b>	Jack Chapman	Planning & Development
<b>Gatwick Airport Consultative Committee (GATCOM)</b>	Denese Brooke-Harte (Substitute - Paul Avis)	Planning & Development
<b>Access Group</b>	Mo Goldsmith	Finance & General Purposes
<b>Citizens Advice Bureau</b>	Paul Avis	Finance & General Purposes
<b>Horley Sports (Social) Club</b>	Mike George Richard Olliver (Substitutes as necessary)	Finance & General Purposes
<b>Local History Management Committee</b>	Mo Goldsmith	Finance & General Purposes
<b>Surrey County Association of Parish &amp; Town Councils</b>	Richard Olliver Peter Chapman	Finance & General Purposes
<b>Churchyards Committee</b>	Denese Brooke-Harte Mike George David Powell (Substitute)	Leisure & Amenities
<b>Gatwick Greenspace Partnership</b>	Mike George (Substitute – Denese Brooke-Harte)	Leisure & Amenities
<b>Horley Learning Partnership Extended Confederation Development Group</b>	Mike George David Powell	Leisure & Amenities
<b>Town Centre Management Group</b>	Simon Marshall David Powell	Leisure & Amenities

## Chairman's Report 2009-10

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I was very pleased to be re-elected Chairman and Town Mayor of Horley Town Council for the third time.

I have attended many functions and meetings with other groups in the community. I was very honoured to be present at this year's Lord Lieutenant's Poppy Appeal Awards to the Cadet Forces, when one of Horley's Army cadets came second for the amount of money collected and the detachment as a whole came third.

During the summer I went to Brighton for the awards for the South and South East in Bloom. I was very pleased when it was announced that Horley Town Council had won a Silver award for the town centre and a Silver Gilt award for Horley Recreation Ground. Also, our Horley In Bloom competition this year was very well supported.

This year my two charities remained the same – St Catherine's Hospice and Brambles MS Respite Care Centre. The Mayor of Reigate and Banstead also chose Brambles as one of his charities. We continued to have a charity curry evening in support of my charities and this year's was the best one yet! Over £2,000 was raised, and this will be distributed between the two charities.

I am also very proud that, despite a very low increase in our council tax we, as a Council, continue to give improved services and value for money to our residents.

We have also been consulting with different groups of the public over proposals such as new play equipment, a community hall for Michael Crescent and a gate at the end of Charlesfield Road. (By Horley Recreation Ground.) I think this shows what a great Council this is. We have three main committees to help run our Council and I would like to thank all the members for their loyalty and hard work.

Also, I would like to thank all the hardworking staff who often work extra hours making all our policies work. Thanks to the Town Clerk, Alan Jones; Deputy Town Clerk, Carol Fenton; Finance Officer, Sue Dalley; Administrative Assistant, Joan Walsh and our all-round helper, Roy Martin.



**Simon N W Marshall**  
*Chairman and Town Mayor*  
1 April 2010

# **FINANCE & GENERAL PURPOSES COMMITTEE REPORT**

**2009-10**

## **Committee Members**

R Olliver (**Chairman**)  
P Avis  
R Bethell (**Vice-Chairman**)  
Mrs D Brooke-Harte  
J Chapman  
P Chapman  
M George  
Ms M Goldsmith  
S Marshall  
Mrs V Marshall  
M Miller  
D Powell  
Ms V Snowball  
S Thomas

## **Committee Responsibilities**

This Committee supervises all financial, administrative and civic matters and ensures that all procedures and financial transactions are dealt with in accordance with the various statutes governing local authority activities. Accounts are checked regularly and two councillors are rostered to conduct an audit prior to each Finance & General Purposes Committee meeting. A number of councillors serve on sub-committees and outside bodies, as described elsewhere in this Annual Report, and report back to this committee.

## **Accounts 2008/09**

The Council's accounts are run strictly in accordance with various statutory instruments and guidance received from the National Association of Local Councils. I am pleased to report that all our procedures and internal controls were conducted to the satisfaction of our internal auditor. In the opinion of BDO Stoy Hayward plc, the external auditors, our accounts received unqualified acceptance, and we are fully in accordance with the Audit Commission's requirements. The audited balance sheet for 2008/09 showed an increase in the general reserve from £39,909 to £43,309.

Looking towards the end of the financial year 2009/2010, the Council's accounts remain in a strong state and, at the time of preparing this report, it is expected that the general reserve will be in excess of £40,000, as was forecast when declaring the precept in December 2009.

## **Financial Year 2010/11**

The precept has been set for a total net figure of £282,769 (compared to the net figure of £280,866 for 2009/10). This means that the town element of Council Tax will be £32.80, representing an annual increase of 11p per Band D household (+ 0.34 per cent). This means a rise of less than 1% over the last two years.

The Town Council fully recognises that these are difficult economic times and a thorough review of all the Council's costs and services has been conducted. This action has allowed the annual increase on the Precept to be kept within modest levels. The increase of 0.34 per cent compares with the annual Consumer Price Index (CPI) of 1.5%, announced in October 2009. Prudent use of Council finances has allowed the Council to use £30,000 of its general reserves towards next year's costs.

The Town Council also has a duty to provide for future likely expenditure. I am pleased to announce that the Council is therefore increasing its earmarked funds by £15,000 for football pitch improvements, buildings maintenance and community funds. We have considered the continuing need to improve security in our recreation grounds. Therefore a provision has been made for CCTV coverage, which will continue to be carried out in consultation with Surrey Police. There will also continue to be a commitment for regular security patrols in all our parks to aid the safety of all members of the public.

This Council has again qualified as a Quality Council and should shortly be able to take on the Power of Well Being, a new power which will enable the Town Council to undertake further projects for the local residents in the future.

The Council has made a provision for floral displays in the town centre in support of our planned entry for South and South East in Bloom 2011, having already won a silver and a silver gilt award in 2009. Sponsorship from local businesses will also be sought.

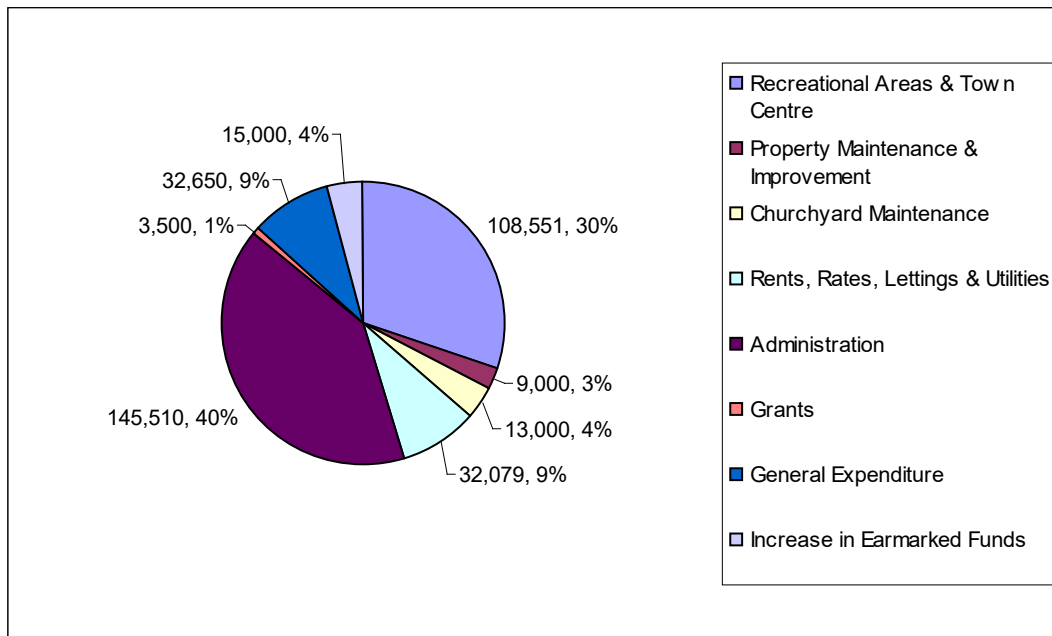
The Council has appointed a new member of staff, Joan Walsh, to take on some of the increased activity and responsibility of the town.

This Council has also assumed responsibility for the Horley Saturday Market from Reigate and Banstead Borough Council. We have also negotiated very cost effective contracts for Grounds Maintenance in the town with Reigate & Banstead Borough Council and Countrywide Grounds Maintenance.

The Council also continues to contribute £13,000 to Horley churchyards. This Council will also continue to seek funding from appropriate bodies. Other funding has been generously offered from our local Borough and County Councillors' Initiative Schemes, for which the Town Council expresses its gratitude.

Service	Estimates			Council Tax
	Expenditure	Income	Net	
Recreational Areas & Town Centre	108,551	20,801	87,750	10.18
Property Maintenance & Improvement	9,000	0	9,000	1.04
Churchyard Maintenance	13,000	0	13,000	1.51
Rents, Rates, Lettings & Utilities	32,079	24,800	7,279	0.84
Administration	145,510	920	144,590	16.77
Grants	3,500	0	3,500	0.41
General Expenditure	32,650	0	32,650	3.79
Increase in Earmarked Funds	15,000	0	15,000	1.74
<b>Totals 2010-2011</b>	<b>359,290</b>	<b>46,521</b>	<b>312,769</b>	<b>36.28</b>
		less from reserves	30,000	-3.48
		<b>Precept Band D Council Tax</b>	<b>282,769</b>	<b>32.80</b>

*Forecast Expenditure 2010/11*



*Forecast Expenditure 2010/11*

## Website

The website continues to go from strength to strength and continues to be a source of information for the local residents.

## **Newsletter and Town Guide**

Quarterly issues of our newsletter, Horley Highlights, are produced and delivered to the public using up to 50 distribution points, as well as to a number of households. We continue to save printing costs by using a colour copier for the printing. In partnership with our local Horley publishers, MAD Ideas, a fully revised town guide was produced last summer.

## **Government Initiatives**

The Council has fully revised its Freedom of Information Act Publication Scheme, which allows members of the public access to specified council documentation and publications. The Internal Audit Committee, comprising Cllr Bethell and myself, conducts regular reviews of the audit programme. In liaison with the clerk, a structured internal audit programme has been developed.

## **Town Council Offices**

The Town Council moved from its former offices to the Albert Rooms in 2007. The extension and refurbishment of the Albert Rooms now provides a modern community facility. We are now looking to expand the use of this well used local facility for the community. The main hall is now designated the Edmonds Hall in memory of a local resident who donated a considerable sum for the benefit of the community in Horley. We are now looking at the possible development of other community facilities in other parts of the town.

## **Acknowledgments**

Finally, I thank my Vice-Chairman, Cllr Richard Bethell, for his valued support and to all the committee members for their hard work throughout the past year. I also convey my thanks to Alan Jones and Carol Fenton for their administrative support in all matters relating to this Committee. I would also like to thank Sue Dalley for her diligent work as Finance Officer in supporting the councillors' audit sessions. In conclusion, in a challenging financial climate, Horley Town Council is committed to providing increased facilities that meet the community's needs, and, in doing so, achieving them at best value to keep costs to residents to a minimum.

*Richard Olliver*

**Richard Olliver**  
**Chairman, Finance & General Purposes Committee**  
1 April 2010

# **LEISURE & AMENITIES COMMITTEE REPORT**

**2009-10**

## **Committee Members**

J Chapman (**Chairman**)  
R Bethell  
M George  
Ms M Goldsmith  
S Marshall  
Mrs V Marshall  
D Powell (**Vice-Chairman**)  
M Robinson  
S Rogers  
F Stimpson

The Leisure and Amenities Committee is responsible for all the parks in Horley, Horley Recreation Ground, Court Lodge Playing Fields, Michael Crescent Centenary Park and Emlyn Meadows.

One of the main responsibilities of this committee is to maintain and improve all of the grounds and play equipment. We aim to upgrade the playground equipment when it becomes outdated and to continue to make other improvements. Phase two of the footpaths in the Horley Recreation Ground and the installation of the new play equipment last year for the 7-14 year olds is a good example of such works. This is soon to be followed by new play equipment for the 4-9 year olds, which will be starting in April 2010. We have also had drainage works carried out in the Horley Recreation Ground Play Area, which has made a huge difference. I still continue to inspect all of the parks and grounds of the Council every week, reporting back to the Council any concerns or issues. I must say it is a pleasure to see how well used all of them are.

We are proud to continue to enter the South & South East in Bloom Competition and continue to oversee Horley in Bloom. I must thank the Chairman of the Horley in Bloom Committee, Cllr Mike George, for all his hard work over the year. It was with great pleasure that I attended the South & South East in Bloom Awards Ceremony with the Chairman of the Council, where we received on behalf of the Council, a Silver Award for the Town Centre, for the third year running, and a Silver Gilt Award for Horley Recreation Ground. A great result for the Town and along with the Horley in Bloom competition this makes the Town a much better and more colourful place. The hanging baskets from our contractor, Amethyst Horticulture, were again spectacular this year.

Yet again, the Church Road Allotments did not disappoint, they were as fantastic as ever. I thoroughly enjoyed escorting the judges around. The produce looked spectacular and the site was very colourful too, due to the amount of growers producing a good variety of cut flowers. My thanks also go to the Horley in Bloom judges for all their hard work judging the plots.

A recent Tour of the Churchyards has also shown the continuing improvement and I must thank Jim Williamson, the outgoing Chairman of the Churchyards Committee, for his hard work on this matter.



This year has seen major changes to the Grounds Maintenance Contract. It has been mainly split between Reigate and Banstead Borough Council and Countrywide Grounds Maintenance, with A Bennett & Sons now carrying out all our daily and weekly playground inspections. I hope these changes will greatly improve standards of the Memorial Gardens, the Ornamental Garden and the Town Centre Planters and beds.

The wild flowers at Emlyn Meadows, especially the ones in the long grassed area, surpassed all expectations last year and we will continue to carry on with the sowing of wild seeds again this year and I hope for years to come. We will be including perennial wild seeds this year.

This year we will also be sowing some wild flower seeds in the Horley Recreation Ground and also creating some wild habitats. Bird Boxes will be distributed there. I could go on and on about our parks and grounds, but I must stop here, otherwise we could be here all night!! Needless to say there is always something that needs attention.

My thanks go to David Powell my Vice Chairman for his excellent work on the Grounds Maintenance Contract and for his support throughout the year, not to mention Simon Marshall, our Council Chairman, for his advice and support, and to all the committee members for the hard work they put in this year.

Lastly, and by no means least, I would like to conclude by thanking Alan, our Town Clerk, Carol, our Deputy Clerk and Sue, our Finance Officer who, as ever, work tirelessly hard to see that everything runs smoothly. My thanks also go to Roy, our park warden and Joan, our latest member of staff.



**Jack Chapman**  
**Chairman, Leisure & Amenities Committee**  
*1 April 2010*

# **PLANNING & DEVELOPMENT COMMITTEE REPORT**

2009-2010

## **Committee Members**

M George (**Chairman**)  
P Avis (**Vice-Chairman**)  
R Bethell  
Mrs D Brooke-Harte  
J Chapman  
G Knight  
S Marshall  
M Miller  
R Olliver  
V Snowball  
F Stimpson

The Town Council is a legal consultee on all Planning Applications within the parish boundary and the Planning & Development Committee acts for the Council on these matters.

The Committee also considers any planning matters from neighbouring authorities such as Crawley, Mole Valley and Tandridge Borough and District Councils which may have an impact on the town and its residents. A recent example was the Application to convert the Mercure Hotel in Povey Cross Road into a detention centre. We have recently liaised with Crawley Borough Council to receive and comment on planning applications electronically. This is similar to the method we use with Reigate and Banstead Borough Council and speeds up our ability to submit comments.

The Committee is also responsible for the following:-

### **Gatwick Airport**

We receive regular reports of the meetings of the Gatwick Airport Consultative Committee (GATCOM). Air quality is also a concern and we arrange briefings from Mr Leon Hibbs, Air Quality Monitoring Officer, from Reigate & Banstead Borough Council.

### **Highways**

Although we monitor the state of our roads, street lighting and other areas, this is ultimately the responsibility of Surrey County Council's Highways Department. This task has taken on a greater urgency following the bad weather this past winter. Local residents are encouraged to report any highways matters to this Council which are then forwarded to the relevant Council, be that County or Borough. This also enables this Council to collate complaints and build up a picture across the town of any areas of concern. We review this information in our six monthly meetings with Highways Officers. This Council will continue to apply pressure to ensure our roads and streets are maintained to the highest possible standards.

## **Railway Matters**

Complaints from residents, both from our Public Forums and from letters/telephone calls, support our concerns about the poor state of the subway under and footbridge over the railway line. The Council is actively working with Borough Councillors and Officers to have Network Rail address these issues. We continue to hold discussions with Southern Rail on station staffing together with facilities and timetables. A presentation was received from Southern Rail regarding a range of current issues relating to Horley. We hope to repeat this so that we may debate their future plans for the town.

## **Horley Regeneration Forum**

Regrettably the Forum has not met for some considerable time and this Council has made its concerns known to Borough and County Councils. We are pleased to learn that it is meeting soon. Hopefully the Forum will be more active in the coming year. We continue to monitor progress with the North East development and its impact on the surrounding environment although there has been no activity in respect of the North West sector.

## **Local Transport**

We received a presentation from Compass Travel on their plans to re-vitalise the Town Bus Service 123. The Council continues to support this company where necessary to make this a success and explore new opportunities.

The committee has responded to the following Consultations:

RBBC :	Recycling Blueprint
RBBC :	Gambling Act 2005 Revised Statement of Policy.
RBBC :	SCI Review
RBBC :	Core Strategy Preferred Options
RBBC :	Core Strategy Update
RBBC :	Core Strategy Amendments
RBBC :	Corporate Plan
Gatwick Airport :	Noise Action Plan
SCC :	Bus Services Review
SCC :	Proposed Waiting restrictions in Mole Valley DC area adjacent to Horley
SCC :	Hearing re Public Footpaths 362B & 387 Court Lodge area.
GOSE :	Draft South East Plan.
GOSE :	Provision for Gypsies, Travellers and Travelling Show People.

From the above, it can be seen that this is a very busy Committee which handles matters of interest or concerns on behalf of members of the public. This results in many residents using the Public Forum section of meetings to lobby Councillors. This has been found to be informative and helpful in our determinations. We look forward to residents making greater use of this facility.

We have formed a Planning Applications Sub-Committee for commenting on applications requiring an urgent response. Comments can later be ratified by the Full Committee at a subsequent meeting.

The Committee is making increasing use of new technology with the ability to project plans onto an overhead screen for the benefit of not only our Councillors but also for members of the public. At a recent Public Forum, residents provided a disc of compiled photographs to support their objections to a Planning Application. It is our intention to expand the use of this technology.

Training is also important to ensure members retain existing skills and keep abreast of changes in legislation. Members have attended seminars on Planning Appeals and Tree Matters. The Council is planning to carry out further training during the coming year.

In conclusion, I would like to thank my Vice Chairman, Cllr Paul Avis, and all members of the Committee for their hard work and support throughout the past year. Our job would be impossible without the support of the Clerk and staff and my thanks go to them all.

*Mike George*

**Mike George**  
***Chairman, Planning & Development Committee***  
1 April 2010

## **MAYORAL ENGAGEMENTS 2009/10**

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40th Anniversary of Citizens Commission on Human Rights

All Day Charity Breakfast at Corner House Guesthouse

Charity Evening for Mayor of Crawley

Annual Town Meeting

Presentation of quiz trophies at the Horley & District Constitutional Club

Multi Cultural Exhibition at Oakwood School

Photo call for presentation of cheque to Brambles Respite Care Centre

Mayor of Crawley's Social Evening at St Catherine's Hospice

Photo call for presentation of cheque to St Catherine's Hospice

Presentation of prizes at Horley Floral Art Group Show

Surrey Beaver Scouts Fun Day

Open air theatre production at Saint Hill Manor

Meal and meeting at Menzies Chequers Hotel

Armed Forces Day at Reigate Town Hall

Veterans' Day Fete at Smallfield Centenary Hall

Horley Singers Summer concert

Reigate & Banstead Civic Service

Local Government Lunch at County Hall, Kingston

South & South East in Bloom Judging (Horley Recreation Ground)

Young Parents' Group Fashion Show (Keys Youth Centre)

Saint Hill Manor Summer Garden Party

South & South East in Bloom Judging (Horley Town Centre)

Royal British Legion Women's Section (Horley) – Annual Summer Dinner

21<sup>st</sup> Birthday Tea Party at Brambles Respite Care Centre

Saint Hill Manor Arts Festival

South & South East in Bloom Awards Ceremony

Girlguiding Surrey East Centenary Launch (Lingfield Park)

Launch of Compass Travel Horley Town Bus

Lord Lieutenant's visit to Brambles

Re-opening of the Khushboo Restaurant

"Wheelathon" Charity Cycle Ride in aid of Brambles

Royal British Legion "Today and Tomorrow" Conference (Lingfield Park)

Coffee Morning in aid of Macmillan Cancer Care at Southbourne Guest House

Farewell Service to Rev Rob May of Horley Baptist Church

Crawley Civic Service

Horley in Bloom Awards Evening

Visit to St Bartholomew's Church Job Club

Saint Hill Gala Concert

"Sounds Amazing" Concert in aid of Brambles (Harlequin Theatre)

Launch of Surrey Poppy Appeal at Highdown Prison

Lighting of Bonfire at Bonfire & Fireworks Display

Opening of Memorial Gardens for Remembrance Services

Remembrance Sunday Parade and Service

Two Minutes Silence in Town Centre

Oakwood School Awards Evening

Table Top Sale in aid of Brambles

"Stop the Traffik" Service at Horley Baptist Church

Guiding Centenary Celebration at Guildford Cathedral

Mayor of Reigate & Banstead's Quiz Night in aid of Brambles

Reigate & Banstead Carol Service

Horley Singers Carol Concert

Town Centre Carol Service and Councillors' Hospitality

Brambles Christmas Tea Party and Carols

Crawley Civic Carol Service

Mayor of Crawley's Civic Ball

Chinese New Year celebrations at New China Restaurant

## TOWN AWARDS

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The Town Awards scheme has been in operation since 2000, with the first awards being presented at the Annual Town Meeting of 10 April 2000. Nominations for Town Awards are invited every year, when any resident of the Town can complete a nomination form, together with a seconder, to propose an individual for outstanding service or commitment to the town. Horley Town Council is responsible for the administration and final selection of award winners according to strict guidelines and criteria.

The Awards Sub Committee reviews the nominations and makes its recommendations to the Council. Award winners receive a Town Badge, a Certificate of Commendation, and their Citation. Presentations are usually made either at the Annual Town Meeting, or at other appropriate events, subject to the award winners' approval.

Previous recipients of the Town Award:-

**2009** Tom Anglim

Tom spends a great deal of his time working for local organisations and also works at the Tadworth Court Children's Hospital shop one day a week. In 1969 he attended the air crash at Fernhill and was subsequently awarded the Queen's Award for Bravery. Tom has shown great courage and determination in the face of a painful and debilitating illness and gives his time freely and cheerfully to help others.

**2008** Robert Garfitt

Robert has served the people of Horley as both a Borough and a Town Councillor. He was Mayor of Horley Town Council from 1988-1989 and Deputy Mayor of Reigate & Banstead Borough Council from 1990-1991. Robert has also served as a Justice of the Peace for many years.

Andrew Partridge

Andrew has served as a school governor for almost 25 years and has spent much of his time helping Horley's young people. He has been a committee member of the Horley Vimy Twinning Association since its inception and has worked tirelessly to promote Horley's link with Vimy.



As a member of the Horley Lions, Andrew has helped raise around £20,000 per year for local charitable causes.

**2007** Andrew Kent

Andrew has worked tirelessly to improve and protect the local environment, bringing great knowledge and commitment to this role. His methodical, patient and immensely detailed work on the Horley Master Plan has been outstanding. He has served on the Horley Master Plan Task Group and the Horley Master Plan Advisory Committee. Andrew coordinated responses to the Local Plan, the County Structure Plan and presented evidence at Inquiries. He was instrumental in producing documents on flood risk in Horley.

Previously Chairman of the Horley Residents' Association 1993 - 2007 and a Horley Town Councillor from 1996 - 2007.

**2007** Alan Tracey

Alan was the longstanding Chairman of the recently disbanded Police & Community Partnership Group, ensuring over the years that the people of Horley had meaningful direct contact with the local Police. He is also Secretary of the Naval Section of the Royal British Legion.

He has worked hard for the Archway Theatre and has tirelessly supported both Cooper Lodge and the Brambles Respite Care Centre, in his role as a volunteer entertainer.

**2005** Barbara Hall

In recognition of Barbara's support of local charitable organisations for more than forty years.

Barbara has been a member of the patients committee at the Kings Road Health Centre for many years and has recently become a non-executive director for the NHS East Surrey PCT and is also actively involved with Open Line through the Horley Help Shop.

**2005** David Hall

In recognition of David's outstanding voluntary work and charity work, as well as being a School Governor and a former member of Surrey County Council.

David has been Chairman of the Horley Local History Centre, based in the Library, and is very involved with the Local History Society. He also continues to conduct his own research into the town's history.

**2005** John Melvin

John has been an active member of the Horley Lions Club since 1974 and has been President on three occasions: 1976 1982 and 2003.

Since his retirement in 1982 he has spent much of his time sorting the many paperback books which are sold on the Lions Bookstall in the town centre each Saturday.

**2004** Gordon McGinty

For his outstanding services to the community in promoting and encouraging the youth of Horley, and for his many years as school governor of Oakwood school.

**2004** Gill Partridge

In recognition of her tireless commitment to the community in building strong twinning links with Vimy, promoting an exchange of language, culture, friendship and tolerance.

<b>2004</b>	Douglas Simpson	In recognition of his tireless efforts in campaigning for environmental issues in Horley and, more recently, his knowledge on local flooding issues.
<b>2002</b>	Walter Jupp and Doreen Jupp	For their joint contribution to the people of Horley by continuous and consistent support of the local community, for involvement in Horley Citizens Advice Bureau and Regent Hall Day Centre, and other initiatives over the past thirty years.
<b>2002</b>	John McFarlane	In recognition of his selfless service and commitment to the community in countless ways including service on the Management Committee of the Horley Citizens Advice Bureau, President of the Horley Residents' Association and Chairman of the Welfare Committee of the Horley Lions. He has also made immense contributions to the success of the Horley Local History Society.
<b>2002</b>	John Rigby	For his services to the people of Horley, ably demonstrated by his enthusiasm, determination and tireless commitment in his capacity as Town Clerk of Horley Town Council.
<b>2000</b>	Graham Larcombe	In recognition of his work with local businesses, his involvement and commitment with the Chamber of Commerce, and for his hard work in the restoration of confidence within the local business sector.
<b>2000</b>	Joan Fewtrell and Syd Fewtrell	In recognition of their joint tireless work for the good of the community and in particular for Neighbourhood Watch, Keys Youth Community Centre and Strawson Hall.
<b>2000</b>	Lew Targett	For services to Horley's Cub and Scout movement.

- 2000** Penny Jeffers In recognition of her loyal and dedicated services to education as Head Teacher of Court Lodge Infant School.
- 2000** Richard Smith For services to Horley as Chairman of the Town Council, and raising the profile and reputation of the town.
- 2000** Andy Thompson For services as Headmaster of Oakwood School and instilling in his pupils a sense of community and social responsibility, and also for driving through improvements to the Memorial Gardens particularly by involving pupils in the design of the new Memorial Gates.

## OBITUARY

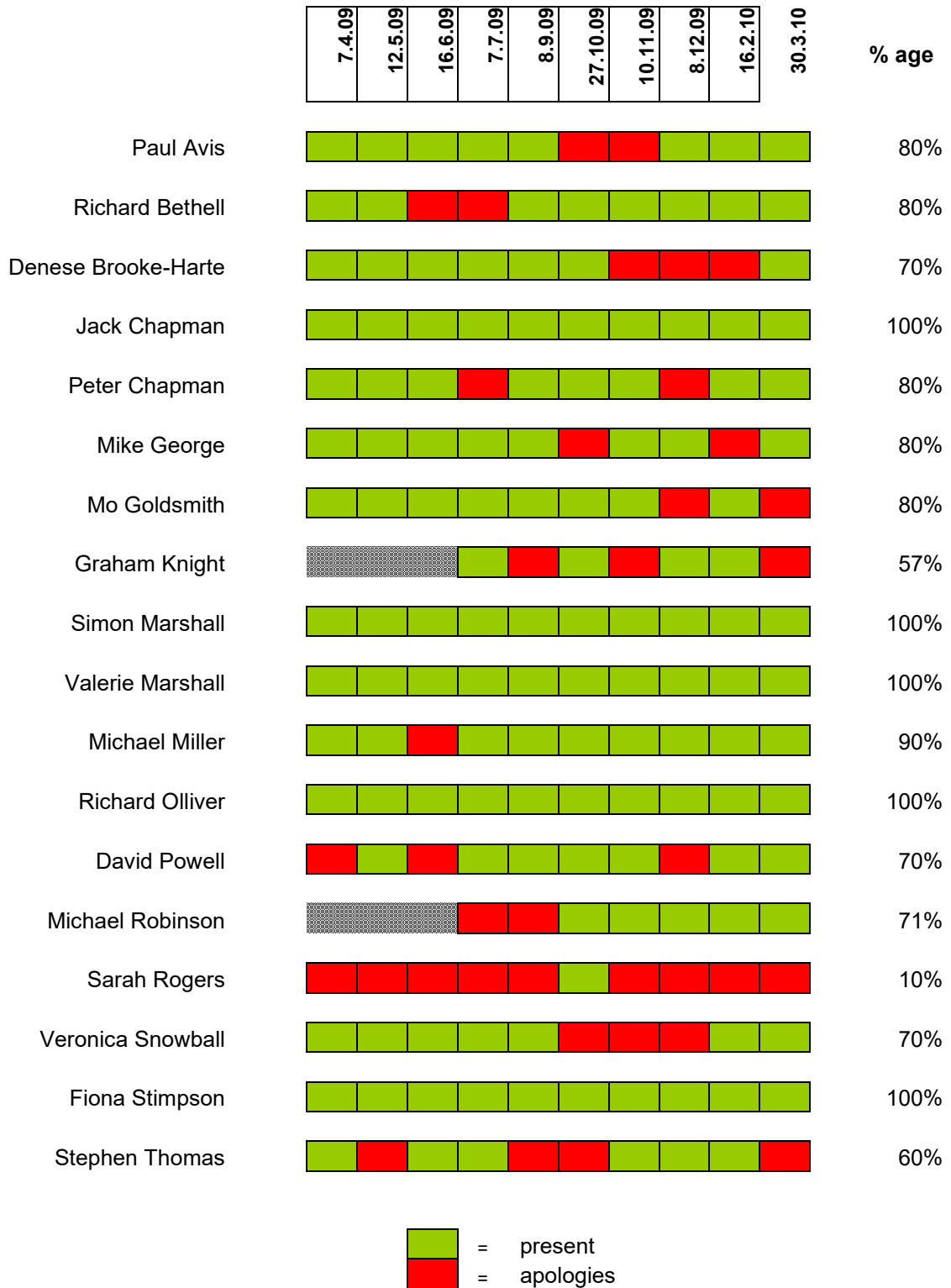
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We were very sorry to learn that that the following former member of the Council died during the past year:

Walter (Wally) Jupp	Chairman and Town Mayor, Horley Town Council	1974/75
	Mayor, Reigate & Banstead Borough Council	1982/83
	Town Award Holder	2002

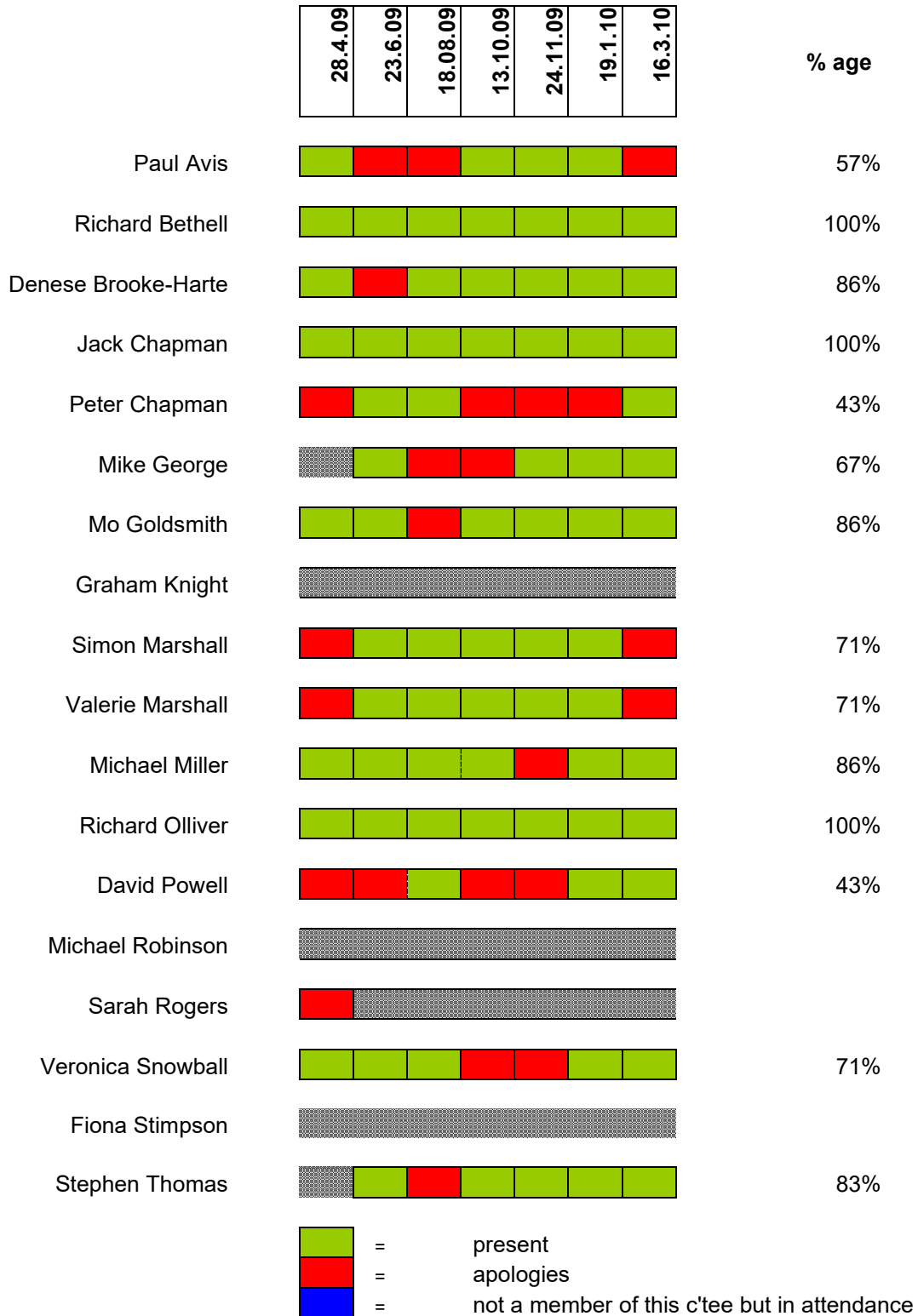
## FULL COUNCIL ATTENDANCE STATISTICS

2009/2010



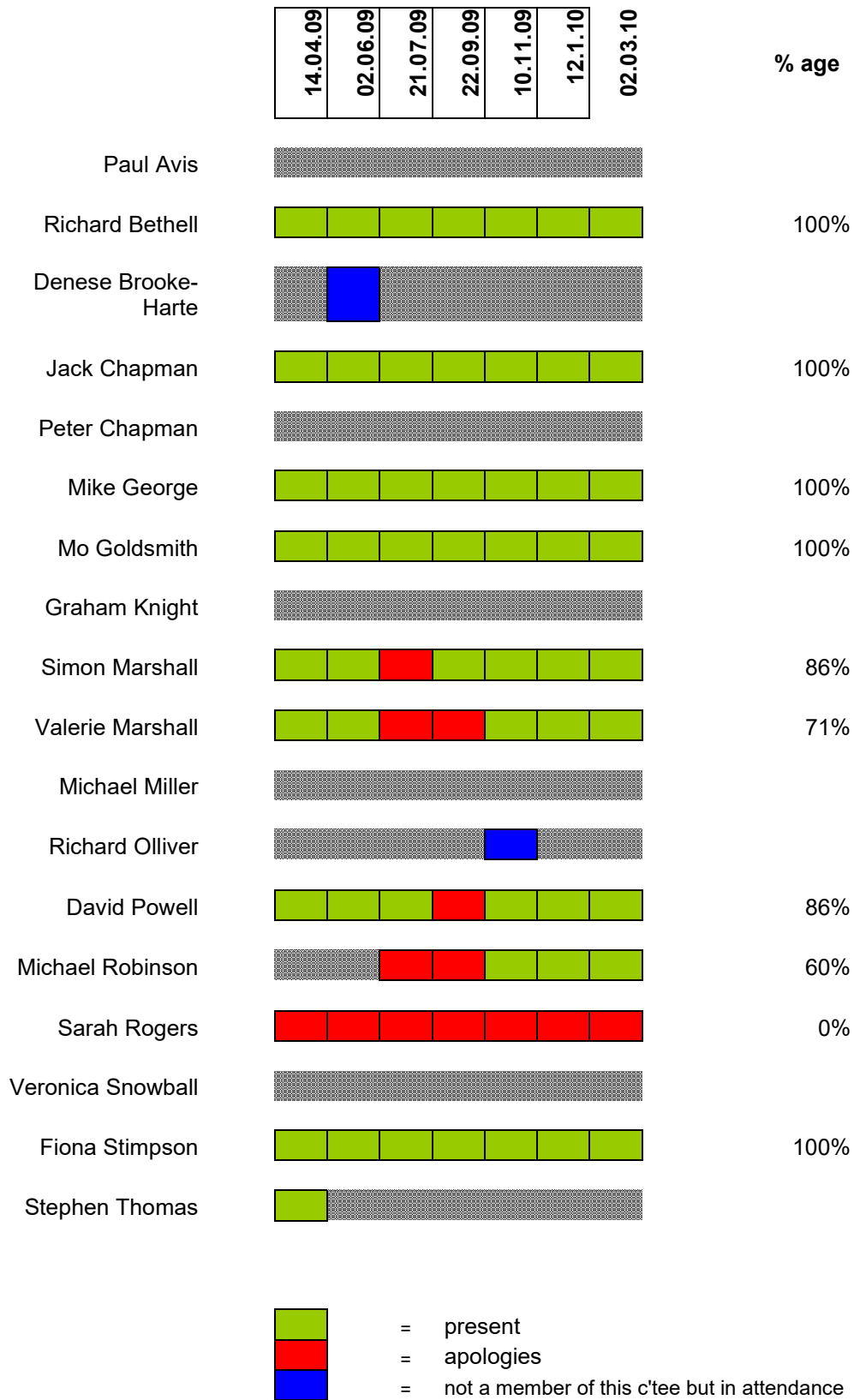
## FINANCE & GENERAL PURPOSES COMMITTEE ATTENDANCE STATISTICS

2009/2010



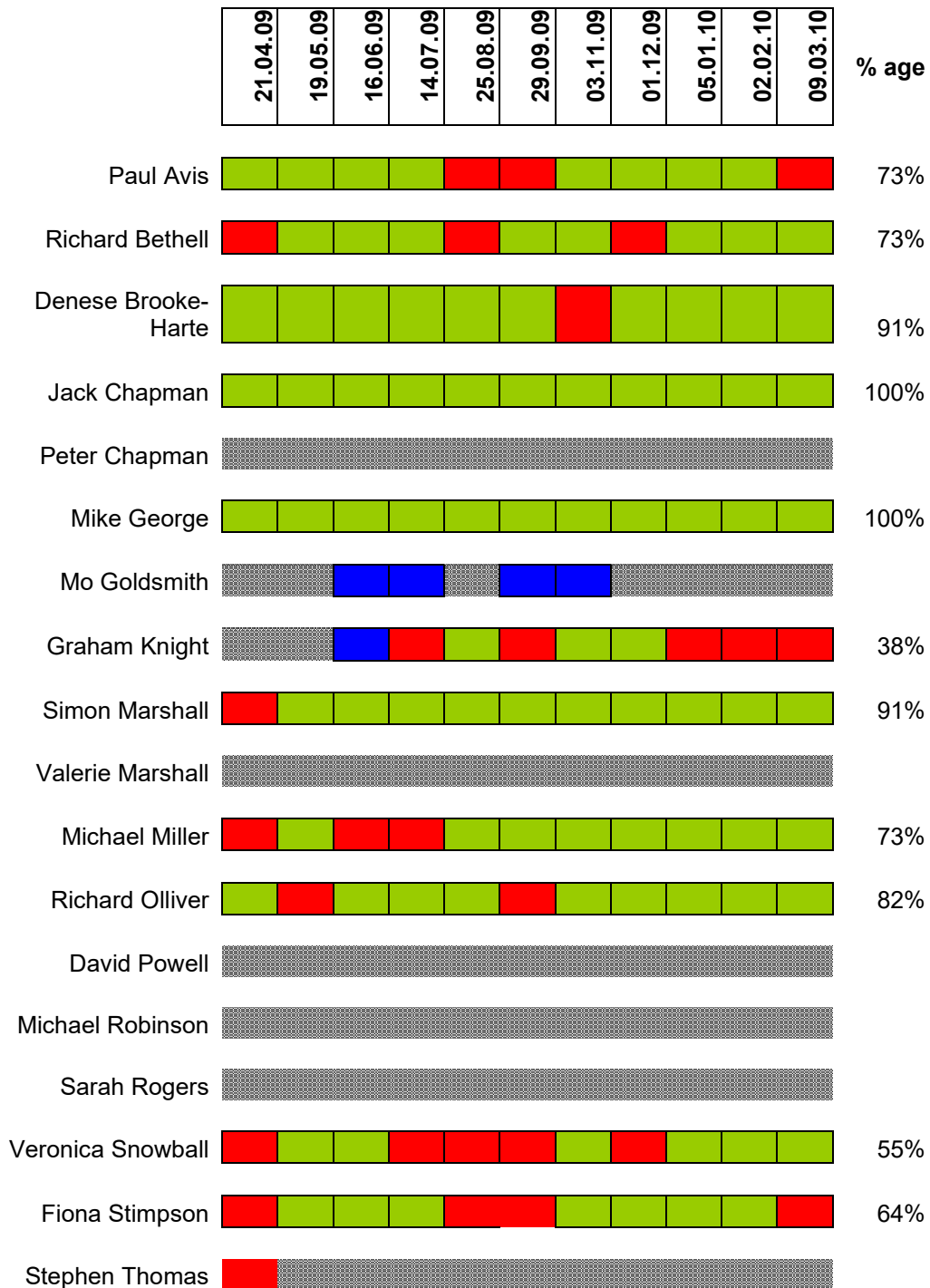
## LEISURE & AMENITIES COMMITTEE ATTENDANCE STATISTICS

2009/2010



# PLANNING & DEVELOPMENT COMMITTEE ATTENDANCE STATISTICS

2008/2009



= present  
 = apologies  
 = not a member of this c'tee but in attendance



## Income & Expenditure Account

**01/04/2008-31/03/2009**

<i>Last Year Ended 31 March 2008</i>		<i>Current Year Ended 31 March 2009</i>
	<b>Income</b>	
413,416.90	Income	292,942.50
4,277.38	Administration	766.49
0.00	CCTV	895.00
0.00	General	769.00
1,014.99	Rates and Utilities	924.57
1,283.15	Maintenance and Repair	0.00
31,639.41	Lettings and Rents	26,323.00
3,021.29	Court Lodge/Innes Pavilion	3,072.69
6,525.86	Horley Recreation Ground	1,325.00
750.00	Leisure – Other	0.00
0.00	Allotments	503.45
155.00	Town Centre	7,296.53
100.00	Salaries	75.00
5,200.00	Grants and Donations	1,050.00
2,480.00	Rebuilding Project	299,895.00
<b>£469,863.98</b>		<b>£635,838.23</b>
	<b>Expenditure</b>	
0.00	Edmonds Fund	105,000.00
17,040.98	Administration	16,510.94
4,201.02	CCTV	2,529.02
61,258.29	General	26,395.32
7,452.19	Rates and Utilities	7,329.68
12,938.86	Maintenance and Repair	8,663.72
578.19	Lettings and Rents	927.38
5,684.13	Court Lodge/Innes Pavilion	296.47
32,840.85	Horley Recreation Ground	28,455.12
1,782.66	Michael Crescent	0.00
4,411.00	Emlyn Meadows	1,082.00
5,821.39	Leisure – Other	10,150.93
35,277.21	Grounds Maintenance	36,992.71
1,635.01	Allotments	1,542.07
10,848.57	Town Centre	12,750.13
113,316.57	Salaries	113,384.80
2,325.00	Grant Awards Scheme	3,100.00
14,777.66	Grants and Donations	13,190.00
0.00	Value Added Tax	92.23
19,145.34	Rebuilding Project	332,421.58
<b>£351,334.92</b>		<b>£720,814.10</b>
	<b>General Fund</b>	
30,550.35	Balance at 1 April 2008	39,909.04
469,863.98	ADD Total Income	635,838.23
500,414.33		675,747.27
351,334.92	DEDUCT Total Expenditure	720,814.10
149,079.41		-45,066.83
-109,170.37	Transfer from Reserves	88,375.83
<b>£39,909.04</b>	<b>Balance at 31 March 2009</b>	<b>£43,309.00</b>

## BALANCE SHEET

31/03/09

<i>Year Ended 31 March 2008</i>		<i>Year Ended 31 March 2009</i>
	<b>LONG TERM ASSETS</b>	
0.00	Investments	0.00
	<b>CURRENT ASSETS</b>	
3,490.39	Debtors	2,723.50
0.00	Payments in advance	0.00
7,296.76	VAT Recoverable	16,090.29
217,898.90	Bank and Cash	130,764.33
228,686.05	<b>TOTAL ASSETS</b>	149,578.12
	<b>CURRENT LIABILITIES</b>	
9,187.50	Creditors	15,055.44
<b><u>£219,498.55</u></b>	<b>NET ASSETS</b>	<b><u>£134,522.68</u></b>
	<b>Represented by:</b>	
39,909.04	General fund balance	43,309.00
	<b>Reserves:</b>	
134,340.26	Cyril Edmonds Fund	19,340.26
45,249.25	Earmarked	71,873.42
<b><u>£219,498.55</u></b>		<b><u>£134,522.68</u></b>

The above statement represents fairly the financial position of the authority as at 31 March 2009 and reflects its income and expenditure during the year.

Approved by the Council on 12 May 2009



Signed  
Alan Jones FCSI ACIB  
**Responsible Financial Officer**



Signed  
Cllr Simon Marshall  
Chairman

## Supporting Statement to the Accounts 2009/10

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### 1. Fixed Assets

#### **1.1 Community Assets:**

As at 31 March 2009 the following community assets were held at the following book value:

Albert Rooms	690,000
Allotments	40,000
Emlyn Meadows	30,000
Horley A23 Recreation Park	175,000
Innes Pavilion	310,000
Michael Crescent Centenary Park	15,000
	<hr/> 1,260,000

#### **1.2 Other Fixed Assets:**

As at 31 March 2009 the following assets including business equipment, appliances and street furniture (as specified in the Inventory of Assets) were held at the locations below at the following book value:

Albert Rooms	8,980
Allotments	100
Churchyard	240
Council Office	25,045
Court Lodge Playing Fields	29,979
Emlyn Meadows	555
Horley A23 Recreation Park	141,301
Michael Crescent Centenary Park	20,705
Town Centre mosaic	7,000
	<hr/> 233,905

**Total fixed assets**

**£1,493,905**

### **2. Borrowings**

At the close of business on 31 March 2009 a loan of £297,817.54 was outstanding from the Public Works Loan Board.

### **3. Leases**

- Horley Bowls Club: forty-five year lease of land at A23 Recreation Land until 2043. Annual Rent: £201
- Horley Sport (Social) Club: twenty-five year full maintenance lease of the Innes Pavilion until 2025. Annual Rent: £10,000.
- 1st Horley Scout Group: ninety-nine year full repairing lease of land and building at Michael Crescent until 2100. Annual Rent: £50.

#### **4. Debts Outstanding & Prepayments**

At 31 March 2009 the debts as shown on the Schedule of Debtors and Creditors were owed to the Town Council. There were no prepayments.

#### **5. Reserves**

Reserve Funds as at 31 March 2009:

General Fund	<b>£43,309.00</b>
Horley Edmonds Community Fund	<b>£19,340.26</b>

#### **6. Earmarked Reserves**

Earmarked Reserves as at 31 March 2008	<b>£71,873.42</b>
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#### **7. Tenancies**

<b>Court Lodge Fields.</b> Landlord: Reigate & Banstead Borough Council	<b>£1</b>
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#### **8. Section 137 Payments and Other Grants**

Section 137 of the Local Government Act 1972 enables the Town Council to spend up to £5.86 per elector for the benefit of the community on activities or projects not specifically authorised by other powers.

A donation of £250 was made to the Poppy Appeal under s137.

Under the Town Council's Grants Scheme, the following payments totalling £3,100 were also made under s137:

Kidzone after school club	Replacement fridge	100
Manorfield Primary & Nursery School	Class garden project	1,000
Reigate & Redhill Live & Home Scheme	Provision of a Day Centre and all other services for Horley members	500
St Wilfrid's Church Hall	Replacement folding doors	1,000
Surrey Police	Arne Grove grassed area	500
		<u>£3,100</u>

Under Section 31 of the Local Government and Rating Act 1997, a donation of £40 was made to Surrey Crimestoppers.

#### **9. Council Delegated Powers**

During the financial year the Town Council did not undertake any agency work on behalf of any other authorities.

#### **10. Advertising & Publicity**

During the financial year the Town Council did not incur any expenditure for advertising or public relations.

## **11. Contingent Liabilities**

There were no contingent liabilities as at 31 March 2009

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