



HORLEY TOWN COUNCIL



ANNUAL REPORT
2010 - 2011

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**Presented at Annual Town
Meeting on 25 March 2011**

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INTRODUCTION



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 year the Town Meeting has been brought forward to March in order to avoid any overlap with Local Elections campaigns. The election of all Horley Town Councillors will take place on 5 May 2011 when members will be elected for a term of four years.

Included is a report from the Chairman and Town Mayor, as well as all the statutory reports made by the Town Council's Committee Chairmen. These will be presented at the Annual Town Meeting on 25 March 2011. It also includes a variety of information and statistics. At the time of producing this annual report our accounts for 2010/11 are not yet available, but we have included financial information relating to the financial year 2009/10. The unaudited accounts for 2010/11 will be available to the public for inspection from mid June 2011. We expect to publish the audited Annual Return on our website in September 2011.

As referred to later in this report Horley Town Council has entered into an agency agreement with Reigate & Banstead Borough Council for the provision of grounds maintenance services in Horley until March 2015. This is as a direct result of the Town Council achieving Quality Status. From April 2010 the Town Council assumed responsibility for all the precinct planters and hanging baskets in the town centre and in January 2011 it took over the grounds maintenance of both Bay Close Open Space and Yattendon Road Recreation Ground. It will, from April this year, assume responsibility for Riverside Garden Park, Riverside Walk and Church Meadows. The Town Council will in future deal with all operational queries from the public and will be looking to provide an enhanced service at no extra cost to Horley residents.

In August 2010 a group of young people were given six month work placements by the Borough Council to help to keep the Borough parks, open spaces and town centres clean and tidy. Government funding for these placements was secured through the Surrey Future Jobs Fund. Although this particular scheme has since ended, we were delighted to learn that the Borough Council has now employed Bob Freestone in Horley as a "town centre caretaker" where he liaises directly with the Town Council.

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. 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 email: town.clerk@zen.co.uk.

Alan Jones

Town Clerk

20 March 2011

STATISTICS AND INFORMATION



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 16,561 are registered electors.

The Precept is collected on the Town Council's behalf by Reigate & Banstead Council. For the fiscal year 2010/11, it is set at £287,361. This equates to a sum of £32.80 per band D household, unchanged from the previous year.

THE MAIN RESPONSIBILITIES OF THE TOWN COUNCIL ARE:

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

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

* Co-opted on 16 June 2009

The above members were elected at the Local Government elections held on 3 May 2007. (With the exception of Cllrs Graham Knight and Michael Robinson.)

Key	Political Affiliation
CON	Conservative
RA	Residents' Association
UKIP	UK Independence Party

POLITICAL BALANCE OF THE COUNCIL

Full Council

Conservative Party	16	89%
Residents' Associations	1	5.5%
UK Independence Party	1	5.5%
	<u>18</u>	

Committees

Finance & General Purposes Committee

Conservative Party	11	84.62%
Residents' Associations	1	7.69%
UK Independence Party	1	7.69%
	<u>13</u>	

Leisure & Amenities Committee

Conservative Party	10	90.9%
Residents' Associations	1	9.1%
	<u>11</u>	

Planning & Development Committee

Conservative Party	10	83.34%
Residents' Associations	1	8.33%
UK Independence Party	1	8.33%
	<u>12</u>	

COMMITTEE MEMBERSHIP – 2010/2011

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
R Olliver
D Powell (Vice-Chairman)
M Robinson
S Rogers
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
V Snowball
S Thomas

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
D Powell
V Snowball
F Stimpson

SUB-COMMITTEES 2010/2011

Sub-Committee	Councillor(s)	Reporting to
Awards Sub-Committee	Mo Goldsmith, Simon Marshall, Richard Olliver	Full Council
Borough Standards Committee	Richard Bethell, Fiona Stimpson	Finance & General Purposes
Corporate Plan Sub-Committee	Paul Avis, Jack Chapman, Mike George, Richard Olliver, David Powell	Full Council
Decisions Sub-Committees (Finance & General Purposes) (Leisure & Amenities) (Planning & Development)	Chairman or Vice Chairman of Council plus Chairman & Vice Chairman of Committee concerned	Committee concerned
Editorial Sub-Committee	Mike George, Michael Miller, Valerie Marshall, David Powell, Denese Brooke-Harte	Finance & General Purposes
Edmonds Management Committee	Council Chairman, F&GP Chairman, David Powell	Full Council
Emergency Plan Sub-Committee	Council Chairman, Committee Chairmen, Mo Goldsmith, David Powell, Michael Robinson, Fiona Stimpson	Full Council
Environmental Sub-Committee	Richard Bethell, Jack Chapman, Mike George, Graham Knight, David Powell	Leisure & Amenities
Grounds Maintenance Sub-Committee	Jack Chapman, Simon Marshall, David Powell	Leisure & Amenities
Horley in Bloom Advisory Committee	Jack Chapman, Mo Goldsmith, Mike George, Simon Marshall, Valerie Marshall, Fiona Stimpson plus Members of other local organisations	Leisure & Amenities
Horley Market Sub-Committee	Richard Bethell, Valerie Marshall, David Powell, Michael Robinson, Veronica Snowball	Finance & General Purposes
Horley Open Spaces Advisory Committee	Jack Chapman, Mike George, Fiona Stimpson, Simon Marshall, Valerie Marshall, Cllr Kay Hammond plus Members of Public and Local Organisations	Leisure & Amenities
Horley Regeneration Forum	Chairman P&D, Vice-Chairman P&D, Denese Brooke-Harte	Planning & Development
Horley Town Council and Reigate & Banstead Borough Council Liaison Committee	Council Chairman, F&GP Chairman, David Powell	Full Council

SUB-COMMITTEES 2010/2011

Sub-Committee	Councillor(s)	Reporting to
Internal Audit Review Sub-Committee	F&GP Chairman and Vice-Chairman	Finance & General Purposes
Michael Crescent Community Hall Sub-Committee	Denese Brooke-Harte, Jack Chapman, Mo Goldsmith, Simon Marshall	Finance & General Purposes
Planning Applications Sub-Committee	Chairman P&D, Vice-Chairman P&D, Denese Brooke-Harte, Richard Olliver	Planning & Development
Police Liaison Committee	Jack Chapman, Mike George, Simon Marshall, Michael Miller, Richard Olliver	Full Council
Quality Status Sub-Committee	Paul Avis, Richard Bethell, Denese Brooke-Harte, Mike George	Finance & General Purposes
Reigate & Banstead Partnership	Vice-Chairman of Council, (Substitute – Chairman)	Full Council
Risk Assessment Sub-Committee	Peter Chapman, Mike George, Richard Olliver	Finance & General Purposes
Staff Sub-Committee	Chairman & Vice Chairman of Council, Committee Chairmen	Full Council
Standing Orders Sub-Committee	Chairman of Council Committee Chairmen, Steve Thomas	Finance & General Purposes

OUTSIDE BODIES 2010/2011

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

CHAIRMAN'S REPORT 2010/2011



I was immensely proud to be re-elected Chairman and Town Mayor of Horley Town Council for the fourth time.

I have attended many functions and meetings in the community. These included visits to local schools, church services, concerts and charity events. One of the most interesting was a visit to Horley Fire Station on Christmas Day.

I was also very pleased to be present at this year's Lord Lieutenant's Poppy Appeal Competition to the Cadet Forces, when two of Horley's Army cadets received awards for the amount of money they collected.

In September, I went to Gillingham in Kent for the South & South East in Bloom awards. I was very pleased to be presented with a silver gilt award for the Horley Recreation Ground and a silver award for the town centre. I also collected an award on behalf of the Gatwick pub for the best pub/restaurant in the area.

Another successful charity curry evening was held recently to support my two charities, which remain the same as previous years – Brambles Respite Care Centre and St Catherine's Hospice – both most worthy causes. I also took part in the Wheelathon Cycle Ride in aid of Brambles, along with several other Councillors.

I am very pleased that we now have devolved powers from Reigate & Banstead Borough Council to take over and manage two more recreation areas in Yattendon Road and Bay Close. Three other areas (Riverside, Church Meadows and Riverside Garden Park) will be taken over from 1 April. This is an exciting project and a good achievement for our Town Council.

My thanks must go to the Vice Chairman of the Council, Richard Bethell, and all members for their hard work.

Special thanks to the Town Clerk, Alan Jones; Deputy Town Clerk, Carol Fenton; Finance Officer, Sue Dalley; Administrative Assistant, Joan Walsh and our Parks Warden and all-round helper, Roy Martin.

Simon N W Marshall
Chairman and Town Mayor
1st March 2011

Committee Members

**Richard Olliver
(Chairman)**

**Richard Bethell (Vice-
Chairman)**

Paul Avis

Denese Brooke-Harte

Jack Chapman

Peter Chapman

Mike George

Mo Goldsmith

Simon Marshall

Valerie Marshall

Mike Miller

Veronica Snowball

Steve Thomas

Committee Responsibilities

The 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 F & GP Committee meeting. A number of councillors serve on sub-committees and outside bodies, as described elsewhere in this Annual Report, which report back to this committee.

Accounts 2009/10

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 2009/10 showed a general reserve of £40,435.

Looking towards the end of the financial year 2010/2011, 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 show a modest increase.

Financial Year 2010/11

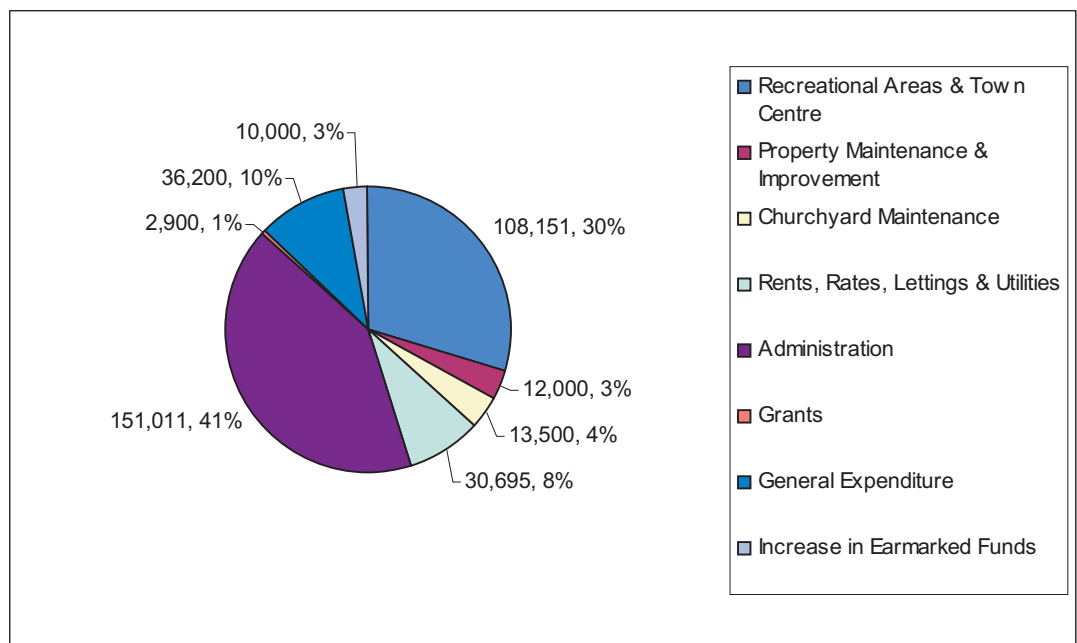
The precept for next year 2011/12 has been set for a total net figure of £287,361 (compared to the net figure of £282,769 for 2010/11). This means that the town element of Council Tax will be an unchanged £32.80 per Band D household and has resulted in an increase of less than 1% over the last three years.

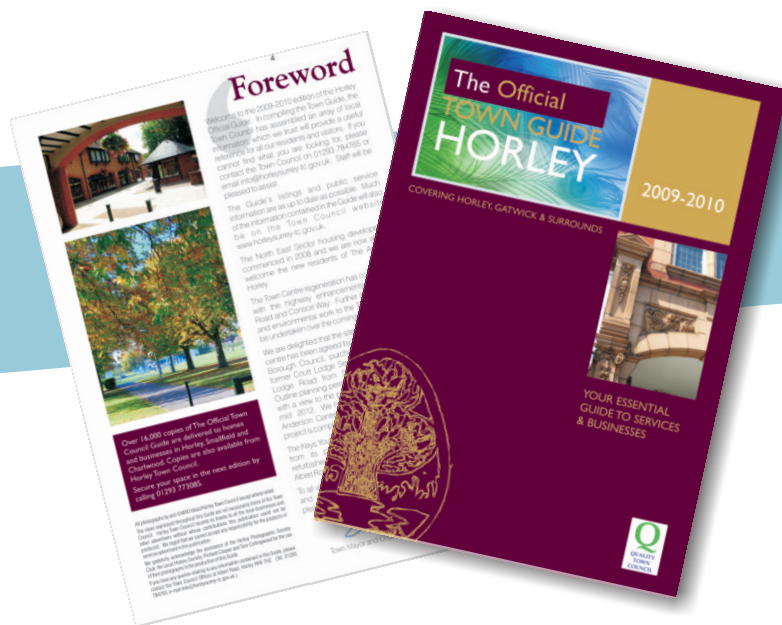
The Town Council fully recognises that these are difficult economic times and a thorough review of all the Council's costs and services has been conducted. Prudent use of Council finances has allowed the Council to use £37,000 of its general reserves towards next year's costs. Whilst the charges for some of our community facilities, such as the use of the Albert Rooms main hall, were increased last year to take account of the improved facilities we are not increasing the charges for regular hirers. There will new scales for one-off hirers effective 1 April 2011 and these are available from our website.



Service	Estimates			Council Tax
	Expenditure	Income	Net	
Recreational Areas & Town Centre	108,151	17,876	90,275	10.30
Property Maintenance & Improvement	12,000	0	12,000	1.37
Churchyard Maintenance	13,500	0	13,500	1.54
Rents, Rates, Lettings & Utilities	30,695	21,300	9,395	1.07
Administration	151,011	920	150,091	17.13
Grants	2,900	0	2,900	0.33
General Expenditure	36,200	0	36,200	4.13
Increase in Earmarked Funds	10,000	0	10,000	1.14
Totals 2011-2012	364,457	40,096	324,361	37.02
		less from reserves	37,000	-4.22
		Precept Band D Council Tax	287,361	32.80

Council Tax Base 8,761





Grants and Subsidies

We have again been able to issue grants for local projects for the benefit of residents. We continue to support the local churchyards and subsidise local facilities such as the bowls club through low rents. Other sports facilities such as football pitches and recreation grounds are also financed by the Town Council. These are important services for residents which the Town Council provides.

Website

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

Newsletter

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 our colour copier for the printing. In partnership with our local Horley publishers, MAD Ideas, a fully revised town guide will be produced later in the 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. In May 2010 this council adopted the Power of Well Being which gave greater powers to extend its potential responsibilities.

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.

Devolved Powers

Horley Town Council has entered into an agency agreement with Reigate & Banstead Borough Council for the provision of grounds maintenance services in Horley until March 2015. This has ensured that the following strict criteria are met: achieving improved value for the council tax payer, delivering an enhanced service, making things simpler for the resident, and providing a more inclusive service.

Commencing in January 2011, the following sites will be phased over to Horley Town Council on an agency agreement basis:

- Bay Close Open Space (January 2011)
- Yattendon Road Recreation Ground (January 2011)
- Church Meadows
- Riverside Garden Park
- Riverside Walk

“Horley Town Council is committed to providing increased facilities that meet the community's needs and achieving them at best value to keep costs to residents to a minimum”



Town Council meeting

Acknowledgments

Finally, I must 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 who acts as the Council's RFO (Responsible Finance Officer) 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 continues to be 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 an absolute minimum.

Richard Olliver

Richard Olliver

Chairman, Finance & General Purposes Committee
4th March 2011



The Leisure and Amenities Committee is responsible for looking after the parks in Horley, these are the Horley Recreation Ground, Court Lodge Fields, Michael Crescent Centenary Park, Emlyn Meadows and now also Yattendon Road Recreation Ground and Bay Close Open Space. These will be followed by the addition of Riverside Garden Park, Riverside Walk and Church Meadows under devolved powers from Reigate and Banstead Borough Council.

This Committee aims are to maintain and upgrade all of the grounds and play equipment and this work is well under way in the Horley Recreation Ground. The replanting of beds in the Ornamental gardens and refurbishment of footpaths are being completed in stages.

Our recently installed fitness equipment has proved to be so popular that the ground at the base of this equipment has turned into a muddy area; this will be addressed by installing a hard base which will alleviate this problem.

Drainage work was carried out in the children's play area at Horley Recreation Ground and this has proved to be most successful as the area no longer floods or puddles, and I am pleased to say that the new

equipment is being well used and enjoyed.

Horley in Bloom and South & South East in Bloom were yet again a great success for Horley. In South & South East in Bloom we achieved a Silver Gilt award for the Horley Recreation Ground and a Silver award for the Town Centre. Once again the hanging baskets in the Town were beautiful and admired by many.

I was very proud of the appearance of the Memorial Gardens this year, with the lovely stripes on the grass and the well-tended beds. Thanks must go to Countrywide Ground Maintenance, the contractor now responsible for the gardening side of our grounds maintenance. As ever the allotments at Church Road were once again immaculate this year and our waiting list continues to grow and grow!

Playground inspections and repairs are being carried out by A Bennett and Sons and this is working well, as I do not have much to report after my regular Sunday inspections of all the grounds we look after.

All in all, I think that things have improved in the last twelve months and I hope you agree, but there is always more to do. With financial constraints the way they are at the moment this committee will have to be prudent and continue to push for the best possible value for money.

Finally, I would like to thank Cllr David Powell, my Vice Chairman, for all his hard work and the great job he did masterminding our Environmental Week last September. My thanks must also go to the committee members, and of course to Simon Marshall our Council Chairman.

My biggest thanks go the hard working staff, toiling away endlessly behind the scenes to ensure things go according to plan and run smoothly. So thanks to Alan, our Town Clerk, Carol our Deputy Clerk, Sue our Financial Officer and Joan our Planning Officer and, last but by no means least, Roy who not only dead heads the flowers in the memorial gardens, but is also my eyes and ears every week of the year.

Jack Chapman

Chairman, Leisure & Amenities Committee

1st March 2011

AWARD WINNERS



Leisure & Amenities Committee Members

J Chapman (Chairman)

D Powell (Vice-Chairman)

R Bethell

M George

Ms M Goldsmith

S Marshall

Mrs V Marshall

R Olliver

M Robinson

S Rogers

F Stimpson

***“The Horley in Bloom competition makes the
Town a much better and more colourful place”***

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 Councils, which may have an impact on the town and its residents.

The committee is also responsible for the following:-

Gatwick Airport:

We receive regular reports of the meetings of the Gatwick Airport Consultative Committee. Air quality is also a concern and we arrange briefings from Leon Hibbs, Air Quality Monitoring Officer at Reigate & Banstead Borough Council. This year has also been of particular concern with the change of ownership of Gatwick Airport. As the nearest town to the airport, we had a very close working relationship with BAA and were keen that this continue with new owner GIP. We have received a briefing from GIP on their future plans and how these may affect Horley.

Highways:

We continue to meet Highways officers every six months to discuss local issues. Another winter with severe weather continues to take a toll on our roads. After winter 2009/2010 we were given assurances that the temporary pot hole repairs would have a more permanent solution once temperatures rose. I regret to report this did not take place with the county citing financial reasons. In general it was difficult to identify their future plans for Horley, such as road re-surfacing, with the uncertainty as to the level of central government support Surrey County Council would be receiving for the coming financial year. On a more positive note some road resurfacing was carried during the year such as the section of Victoria Road from the station to Balcombe Road. We continue to encourage residents to report all highways complaints via the town council as this enables us to build up a picture for Horley which is used in our meetings with Highways officers.

Railway Matters

The poor condition of the subway continues to generate a lot of complaints from residents and the council has expended much time working with borough council officers and members to rectify this. To say that Network Rail has responded is evidently not the case, when following rain, the subway becomes impassable due to flooding. We will continue to apply pressure until such time as the subway is usable under all weather conditions. With regards to the railway station, I am happy to report that lifts have now been installed, thus enabling the disabled and mothers with pushchairs to have access to and from all the major platforms.

Horley Regeneration Forum

Further to my comments last year the Forum has only met twice since the last town meeting. The North East sector development continues but at a slower pace than was expected due to the prevailing economic climate. For these reasons there has been no movement in respect of the North West sector. A significant development this year has been the start of the construction of the new leisure centre on the former site of the Court Lodge

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

D Powell

V Snowball

F Stimpson

Comprehensive School. As part of the regeneration plan some public realm work has been carried out in the area of the Jack Fairman public house.

Local Transport

Following the Surrey County Council review of bus services across the county, I am happy to report that the threat to change the current frequency and routing of the well supported Fastway 100 did not materialise but we did lose the only bus service between the town and Reigate.

Public Consultations

The council has responded to the following consultations:-

RBBC Local Development Framework – proposed changes to the Core Strategy

Development management and Site Allocations DPD.

SCC – Local Transport Plan [LTP3] – Transport Climate Change Strategy.

Passenger Transport Strategy.

Information and Freight Strategy.

Congestion Strategy.

Parking Strategy.

Passenger Transport Strategy pt 2.

Air Quality Strategy.

School Travel Planning Strategy.

SCC Surrey Fire & Rescue Service Public Safety Plan

WSCC Proposed Changes to Fire & Rescue Service.

As can be seen from the above, this has been another busy year for the committee. There has been a welcome increase in the number of residents attending the public forum and addressing councillors on issues such as concerns regarding planning applications and on street parking charges.

As planning applications do not recognize holiday periods a decisions sub committee considers urgent applications for ratification by the full committee at its next meeting.

I reported last year that we would be exploring the greater use of electronic technology. In this we had to meet a Borough Council request that it cease sending us all applications in paper format. I can now report that all applications are now received, processed and displayed at our meeting electronically. Most members are able to receive and view applications on line and some committee members have begun to use laptops and netbooks at meetings. This has produced costs savings to the town and borough councils and forms part of our strategy to 'work smarter'.

Training is also important to ensure members retain existing skills and keep abreast of changes in legislation. To this end members have received briefings from Borough and County Council officers and have also attended seminars arranged by both councils. This aspect of our work will receive greater importance with the introduction of the Localism Bill.

In conclusion I would like to thank my Vice Chairman Councillor 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 as well.

Mike George

Mike George

Chairman, Planning & Development Committee

23 February 2011

MAYORAL ENGAGEMENTS 2010/2011



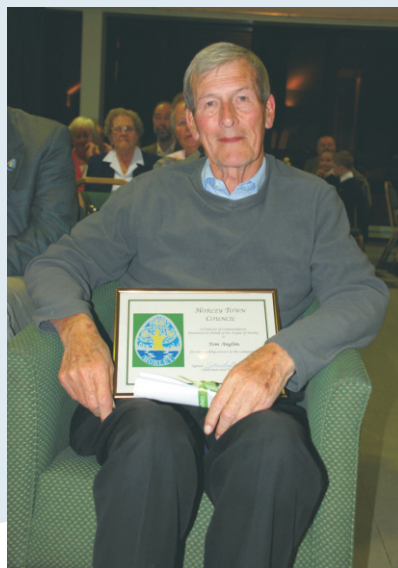
- St Wilfrid's Church AGM
- National Childbirth Trust Pregnancy and Baby Show
- St George's Day Festival
- Glenn Miller Night in aid of Brambles
- Charity Breakfast at Corner House
- Tour of Crawley
- Cheque presentation to Brambles
- Town Meeting
- Cheque presentation to St Catherine's Hospice
- 1950s Fun Day at Saint Hill Manor
- Opening of Pure Tech Racing
- Crawley Civic Service
- Open Air Performance in grounds of Saint Hill Manor
- Local Government Dinner at County Hall
- Horley Singers Summer Concert
- Raising of the Flag Ceremony at Reigate Town Hall (attended by Cllr Olliver)
- Armed Forces March Past and Lunch at Godalming
- "Celebrating Surrey" Festival at Loseley Park
- Saint Hill Garden Party
- Volunteers' Tea Party at Brambles Respite Care Centre
- Farewell Lunch for Kidzone After School Club
- Surrey Army Cadet Force Cycle Challenge
- Saint Hill Arts Festival
- Crawley Irish Festival
- Brambles "Wheelathon" charity cycle ride
- Visits to schools, local stores and Britannia Crest Recycling during Horley Environment Week
- World Alzheimer's Day Service at Guildford Cathedral
- Horley in Bloom Awards Evening
- St John Ambulance Service of Rededication at Guildford Cathedral
- "Strictly Brambles" fund raising dance
- Crawley Open House – Dinner at Cophorne Hotel
- Surrey Poppy Launch at Wotton House, Dorking
- Opening of new Mellissa Restaurant (formerly Acorn Lodge)
- Lighting of Bonfire at Round Table Annual Bonfire & Firework Display
- Thank you evening at Crawley Irish Club
- Opening of Garden of Remembrance
- Two Minutes Silence in Horley Town Centre
- Awards Evening at Oakwood School
- Remembrance Day Parade and Service
- Chamber of Commerce Bulb planting on "Roundabout of Memory"
- County Service at Guildford Cathedral
- Brambles Christmas Fayre
- Crawley Civic Carol Service
- Carol service & Councillors' hospitality
- Brambles Xmas draw and carols
- Visit to Horley Fire Station
- Crawley Civic Ball
- Crawley/Horley Quicksticks Hockey Festival
- Visit to several schools to present collages from Environment Week
- Poppy Appeal Cadet Competition Presentation Night at St John's School, Leatherhead
- Queen's Award for Voluntary Service - reception at County Hall
- Charity curry evening

TOWN AWARDS

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.



Tom Anglim

Previous recipients of the Town Award:-

2010 **Dr Jim Williamson**

Jim is warmly remembered for his kind and compassionate manner as a GP. He was a School Governor at Sangers Junior School and continues his association with the area as a judge for the Court Lodge in Colour competition, as well as being involved with both the Horley in Spring and Horley in Bloom events. He also served as Chairman of the St Barts Churchyards Committee.

Kathleen Tremble (posthumous Award)

Kathleen was a passionate supporter of literacy and, as a volunteer at Court Lodge, Sangers and Manorfield Schools, helped a great many Horley children learn to read. Kathleen was active in the development of Manorfield School and for nearly thirty years served as a Local Education Authority Governor, until just before her death in March 2010. Kathleen was also active in the initial setting up of the Horley Learning Partnership, one of the first such confederations in the country.

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.

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.

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.

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.

Douglas Simpson

In recognition of his tireless efforts in campaigning for environmental issues in Horley and, more recently, his knowledge on local flooding issues.

2002 **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.

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.

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.

2000 **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.

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.

Lew Targett

For services to Horley's Cub and Scout movement.

Penny Jeffers

In recognition of her loyal and dedicated services to education as Head Teacher of Court Lodge Infant School.

Richard Smith

For services to Horley as Chairman of the Town Council, and raising the profile and reputation of the town.

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.

HORLEY COMMUNITY ENVIRONMENT WEEK

Horley Environment Week started as an embryonic idea during a meeting of Horley Town Council's Environmental Sub-Committee in July 2010. Thankfully, an excellent team worked fast and furiously over the following weeks to facilitate the birth of the Horley Environment Week, which took place, last year, from Monday 20th to Saturday 25th September.

A vigorous publicity campaign was set in motion. Councillor David Powell (Chairman of the Environmental Sub-Committee) came up with our slogan: "Go Horley - go green!" and, to everyone's delight, Britaniacrest Recycling Ltd provided 60 bright yellow tee-shirts free of charge, complete with the slogan. These were worn by many, members and staff alike, during Environment Week.

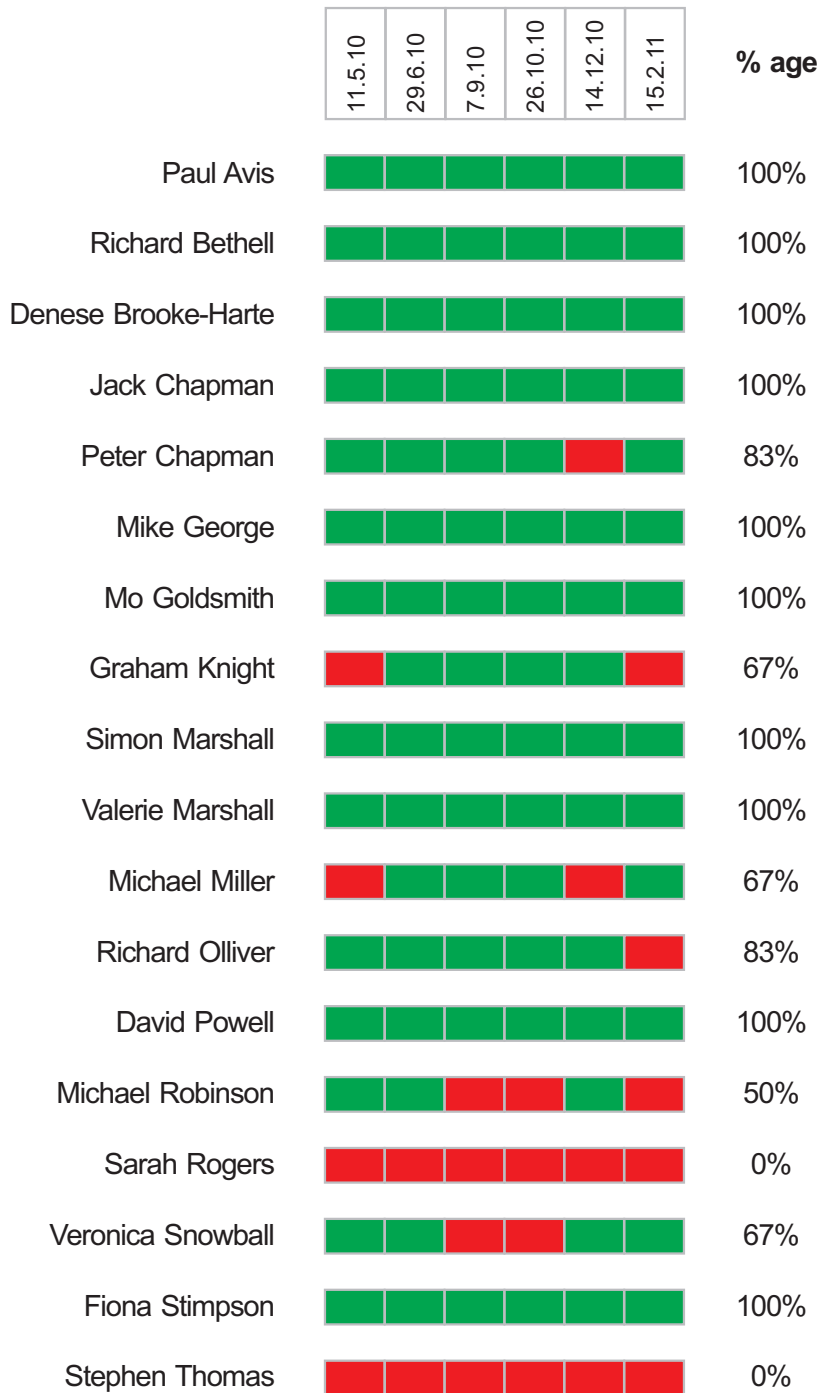
Horley Town Council planned the week with a single objective in mind: to actively encourage local people to lower their use of fossil fuels by making sensible lifestyle changes. Residents were invited to fill in pledge sheets and sign up to a maximum of ten energy saving initiatives and local supermarkets and department stores gave away free "Bags for Life" during the week. Local schools took part in an Eco Art competition and a collage of the winning entries was subsequently presented to the winning school, Horley Infants, and the runners up, Meath Green Infants and Manorfield Primary and Nursery School.



A report of the week has been published and is available from the Horley Help Shop, Horley Library and the Town Council Offices. All in all the week was an unqualified success and we look forward to achieving even greater things, possibly Borough wide, in 2011 during this year's Environment Week, planned to take place from 26th September until 1st October.



FULL COUNCIL ATTENDANCE STATISTICS

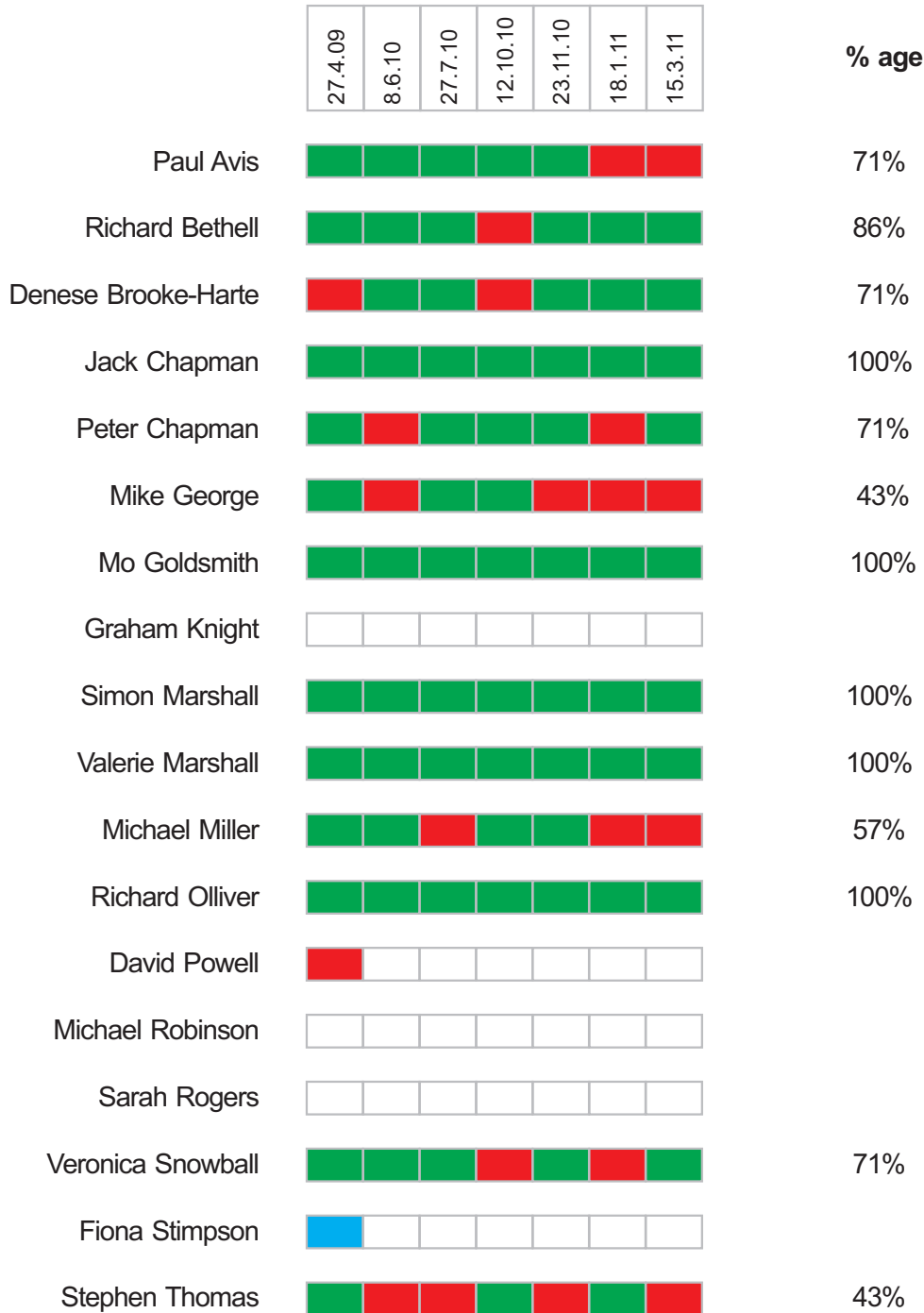
2010/11



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 = apologies

FINANCE & GENERAL PURPOSES COMMITTEE ATTENDANCE STATISTICS

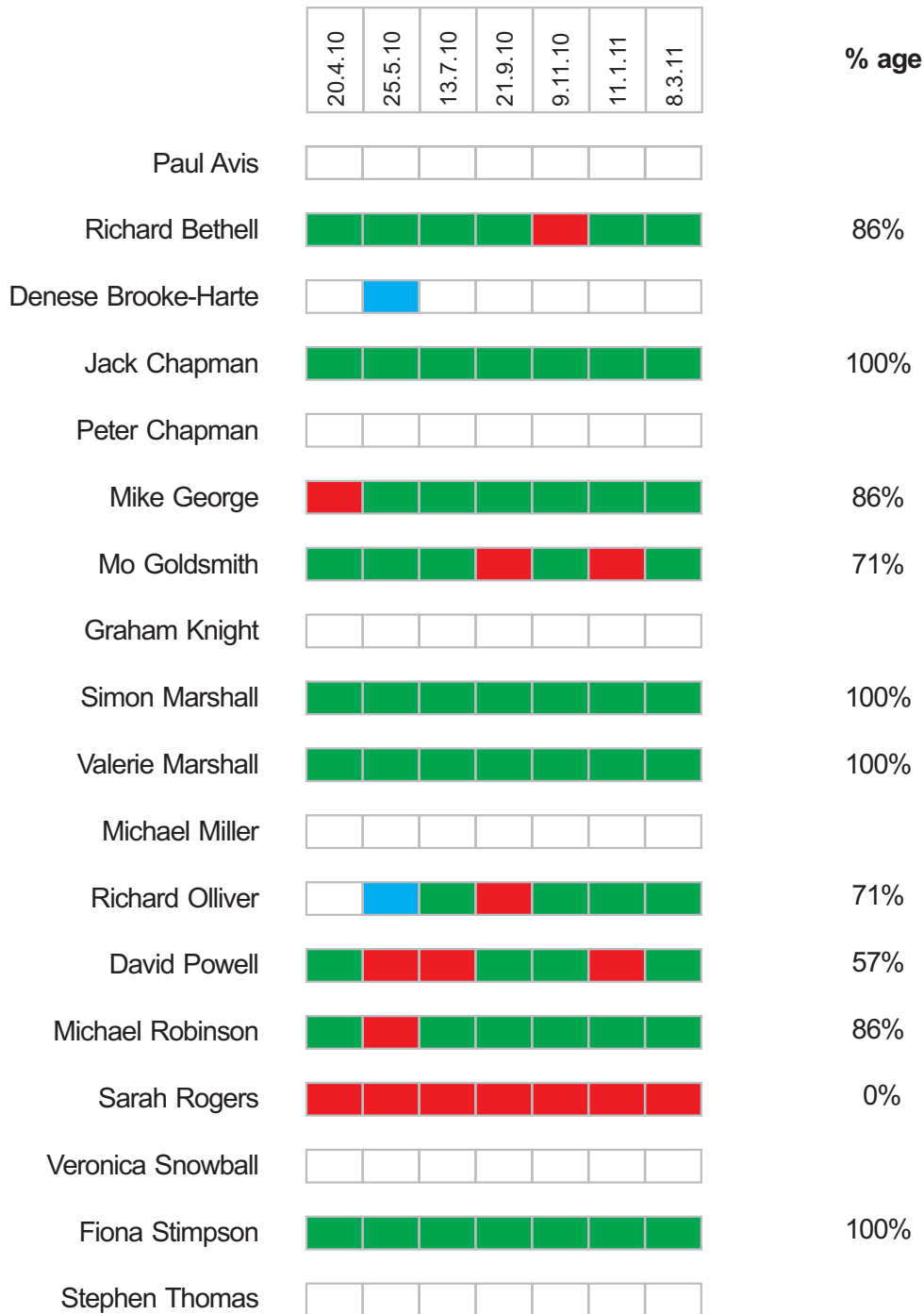
2010/11



■ = present
■ = apologies
 not a member of this committee
■ in attendance

LEISURE & AMENITIES COMMITTEE ATTENDANCE STATISTICS

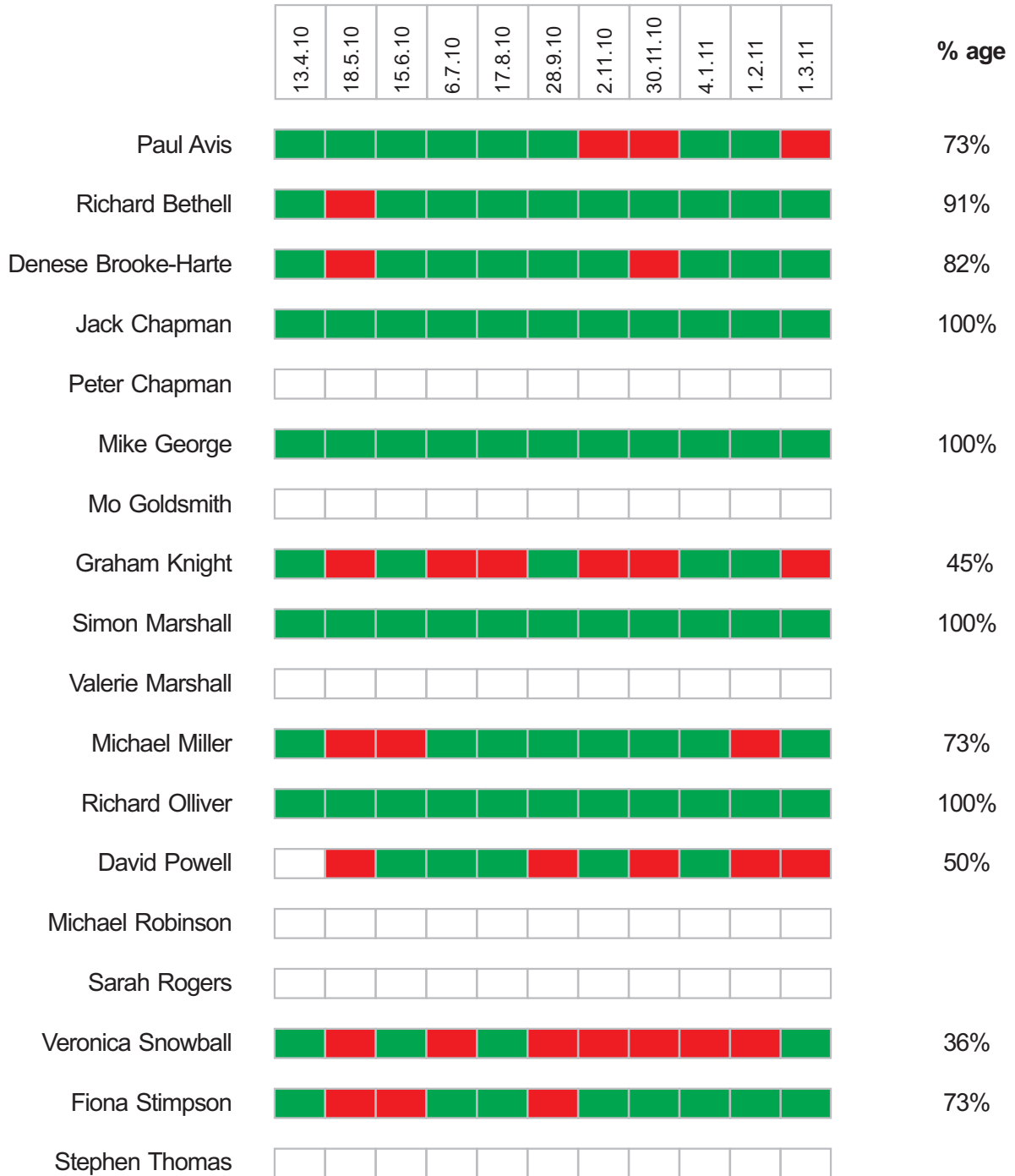
2010/11



█ = present
█ = apologies
 not a member of this committee
█ in attendance

PLANNING & DEVELOPMENT COMMITTEE ATTENDANCE STATISTICS

2010/11



■ = present
■ = apologies
 not a member of this committee

INCOME & EXPENDITURE ACCOUNT

01/04/2009-31/03/2010

<i>Last Year Ended 31 March 2009</i>		<i>Current Year Ended 31 March 2010</i>
	Income	
278,560.00	Precept	280,886.00
14,382.50	Bank Interest	1,043.93
766.49	Administration	232.05
895.00	CCTV	0.00
769.00	General	60.00
924.57	Rates and Utilities	301.87
0.00	Maintenance and Repair	72.50
26,323.00	Lettings and Rents	40,126.14
3,072.69	Court Lodge/Innes Pavilion	2,105.39
1,325.00	Horley Recreation Ground	405.15
503.45	Allotments	0.00
7,296.53	Town Centre	1,982.00
75.00	HMRC incentive payment	0.00
1,050.00	Grants and Donations	1,000.00
299,895.00	Rebuilding Project	0.00
£635,838.23		£328,215.03
	Expenditure	
105,000.00	Edmonds Fund	0.00
16,510.94	Administration	14,303.53
2,529.02	CCTV	3,557.00
26,395.32	General	40,532.57
7,329.68	Rates and Utilities	8,541.82
8,663.72	Maintenance and Repair	10,427.85
927.38	Lettings and Rents	2,504.37
296.47	Court Lodge/Innes Pavilion	1,083.50
28,455.12	Horley Recreation Ground	40,128.61
0.00	Michael Crescent	469.00
1,082.00	Emlyn Meadows	1,288.00
10,150.93	Leisure – Other	9,219.14
36,992.71	Grounds Maintenance	39,625.26
1,542.07	Allotments	1,008.12
12,750.13	Town Centre	10,434.74
113,384.80	Salaries	115,633.95
3,100.00	Grant Awards Scheme	2,000.00
13,190.00	Grants and Donations	13,290.00
92.23	Value Added Tax	0.00
332,421.58	Rebuilding Project	6,275.93
£720,814.10		£320,323.39
	General Fund	
39,909.04	Balance at 1 April 2009	43,309.00
635,838.23	ADD Total Income	328,215.03
675,747.27		371,524.03
720,814.10	DEDUCT Total Expenditure	320,323.39
-45,066.83		51,200.64
88,375.83	Transfer from Reserves	-10,764.87
£43,309.00	Balance at 31 March 2010	£40,435.77

BALANCE SHEET

31/03/2010

<i>Year Ended</i> 31 March 2009		<i>Year Ended</i> 31 March 2010
	LONG TERM ASSETS	
0.00	Investments	0.00
	CURRENT ASSETS	
2,723.50	Debtors	2,701.80
0.00	Payments in advance	0.00
16,090.29	VAT Recoverable	4,966.16
130,764.33	Bank and Cash	137,990.71
149,578.12	TOTAL ASSETS	145,658.67
	CURRENT LIABILITIES	
15,055.44	Creditors	3,244.35
<u>£134,522.68</u>	NET ASSETS	<u>£142,414.32</u>
43,309.00	Represented by: General fund balance	40,435.77
19,340.26	Reserves: Cyril Edmonds Fund	19,384.13
71,873.42	Earmarked	82,594.42
<u>£134,522.68</u>		<u>£142,414.32</u>

The above statement represents fairly the financial position of the authority as at 31 March 2010 and reflects its income and expenditure during the year.

Approved by the Council on 8 June 2010.



Alan Jones FCSI ACIB
Responsible Financial Officer



Cllr Simon Marshall
Chairman

SUPPORTING STATEMENT TO THE ACCOUNTS

2009/10

1. Fixed Assets

1.1 Community Assets:

As at 31 March 2010 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

	1,260,000

1.2 Other Fixed Assets:

As at 31 March 2010 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	8,975
Allotments	100
Churchyard	240
Council Office	26,045
Court Lodge Playing Fields	29,979
Emlyn Meadows	555
Horley A23 Recreation Park	141,401
Michael Crescent Centenary Park	20,705
Town Centre mosaic	7,000

	235,000

Total fixed assets

£1,495,000
=====

2. Borrowings

At the close of business on 31 March 2010 a loan of £295,579.86 was outstanding from the Public Works Loan Board.

3. Leases

- Horley Bowls Club: forty-five year lease of land at Horley Recreation Park until 2043 for an annual rent of £1, and an annual licence of £225 increasing by £25 every five years, with the next increase due in 2013
- Horley Sport (Social) Club: twenty-five year full maintenance lease of the Innes Pavilion, Term expiring 2025 with current annual rent £10,000, subject to review periods in 2015 and 2020.

4. Debts Outstanding & Prepayments

At 31 March 2010 the debts as shown on the Schedule of Debtors and Creditors were owed to the Town Council. There were no prepayments.

SUPPORTING STATEMENT TO THE ACCOUNTS

5. Reserves

Reserve Funds as at 31 March 2010:

General Fund	£40,437.77
Horley Edmonds Community Fund	£19,384.13

6. Earmarked Reserves

Earmarked Reserves	£82,594.42
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7. Tenancies

Court Lodge Fields. Landlord: Reigate & Banstead Borough Council	£1
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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 £6.15 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 Royal British Legion Poppy Appeal under s137.

Under the Town Council's Grants Scheme, the following payments totalling £2,000 were also made under s137:

Friends of Horley Infant School Outside learning environment	1,000
Horley PCC Youth Project Degree course and placement for Youth Worker	1,000

	£2,000

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. Contingent Liabilities

There were no contingent liabilities as at 31 March 2010