

The Annual Meeting of Horley Town Council will be held at the Town Council Offices, Albert Road, Horley on Tuesday 9 May 2006 at 7.30pm.

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

- 1 Election of the Chairman of the Council**
(Outgoing Chairman in the Chair)

Elected Chairman to take the Chair
- 2 Receipt of the Incoming Chairman's Declaration of Acceptance of Office**
- 3 Apologies for absence**
- 4 Receipt of Members' Notification of Change to Registered Financial and Other Interests (Form LGA 3)**
- 5 Election of the Vice-Chairman of the Council**
- 6 Declarations of Interest**
- 7 Public Forum**
- 8 Confirmation of Inspection of Town Council Deeds and Trust Instruments**
- 9 Appointments to Committees**
To agree appointments to:
 - i) Leisure & Amenities Committee.**
 - ii) Planning & Development Committee.**
 - iii) Finance & General Purposes Committee.**
- 10 Review of Town Council and Committee Sub-Committees**
To review the list of existing sub-committees. (Current list attached.)
- 11 Appointments to Sub-Committees**
To agree appointments to Sub-Committees which report to Full Council.

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- 12 Review of Committees' Outside Bodies**
To review the list of outside bodies, to which Committees will be making appointments at their first meetings. (Current list attached.)
- 13 Minutes**
To adopt the minutes of the Ordinary Meeting of the Council held on 4 April 2006.
- 14 Matters Arising**
Ordinary Meeting of the Council held on 4 April 2006.
- 15 Committee Reports**
To adopt the minutes of the meetings of the following Committees:
- (i) Staff Sub-Committee held on 4 April 2006
 - (ii) Awards Committee held on 4 April 2006
 - (iii) Leisure & Amenities Committee held on 11 April 2006.
 - (iv) Planning & Development Committee held on 18 April 2006
 - (v) Finance & General Purposes Committee held on 25 April 2006
- 16 Meetings Report**
To receive a report of meetings recently attended by Cllr Miller.
- 17 National Association of Local Councils (NALC)**
To consider information received.
- 18 Surrey County Association of Parish & Town Councils (SCAPTC)**
To consider information received.
- 19 Town Meeting, 27 April 2006**
To review the recent meeting, to consider any appropriate actions and to decide arrangements for next year's meeting.
- 20 Clean Neighbourhoods and Environment Act 2005**
To receive an update on progress made.
- 21 Future of Court Lodge Infant School**
To consider recent developments and agree the way forward.
- 22 Reigate & Banstead Borough Council Leisure Centre Review**
To ratify the Town Council's response to the consultation.
- 23 Annual Local Council Advisory Service Seminar 2006**
To consider the Town Council's representation at the above Seminar (to be held at Burgess Hill Martlett's Hall, 20 June 2006.
- 24 Replacement Bollard at Michael Crescent Centenary Park**
To ratify recent action taken.

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- 25 Bundling at Emlyn Meadows**
To receive an update from the Clerk.
- 26 Letters Received**
- 27 Urgent Business**
To note urgent business for inclusion on future agenda.
- 28 Press Release**
To agree items for inclusion.
- 29 Exclusion of Public and Press**
In view of the confidential nature of the business about to be transacted, it is proposed that, in the public interest, the public and press be excluded from the remainder of the meeting under the provisions of The Public Bodies (Admission to Meetings) Act 1960.
- 30 Matters Arising** **CONFIDENTIAL**
Confidential Minutes of the Council.
- 31 Minutes** **CONFIDENTIAL**
To adopt the Confidential Minutes of the Council.
- 32 A23 Recreation Ground – Barriers at Entrances** **CONFIDENTIAL**
To consider quotations received for motorcycle inhibitors at the Charlesfield Road and Vicarage Lane entrances of the Recreation Ground.
- 33 Relocation of Town Council Offices** **CONFIDENTIAL**
To receive an update.
- 34 Press Release**
To agree items for inclusion.

Date of next meeting – 27 June 2006

Signed



Dated 3 May 2006

Sub-Committees 2005/2006

<u>Sub-Committee</u>	<u>Councillor(s)</u>	<u>Reporting to:</u>
Corporate Plan Sub-Committee	Diana Andrews, Tony Breen, Jack Chapman, Mike George, Simon Marshall	Full Council
Decisions Sub-Committee (Finance & General Purposes)	Chairman or Vice Chairman of Council plus Chairman & Vice Chairman of Finance & General Purposes	Full Council
Decisions Sub-Committee (Leisure & Amenities) and (Planning & Development)	Chairman or Vice Chairman of Council plus Chairman & Vice Chairman of Leisure & Amenities or Chairman & Vice Chairman of Planning & Development	Full Council
Local Strategic Partnership	Chairman of Council	Full Council
Staff Sub-Committee	Chairman & Vice Chairman of Council, Committee Chairmen Denese Brooke-Harte	Full Council
Horley Master Plan Advisory Committee	All Town Councillors plus members of other local organisations, as appropriate	Planning & Development
Horley Master Plan Consultative Forum	Diana Andrews Andrew Kent	Planning & Development
Horley Town Centre Task Group	Diana Andrews Barry Weston	Planning & Development
Awards Sub-Committee	Sarah Branwhite Mo Goldsmith Andrew Kent Graham Larcombe Michael Miller	Finance & General Purposes
Borough Standards Committee	Andrew Kent	Finance & General Purposes
Clean Neighbourhoods and Environment Act Sub-Committee	Denese Brooke-Harte, Mo Goldsmith, Simon Marshall, John Meech	Finance & General Purposes
Editorial Sub-Committee (Newsletter & Town Guide)	Denese Brooke-Harte Bernard Kendall, Andrew Kent Andrea Venn	Finance & General Purposes

Quality Status Sub-Committee	Eddie Andrews, Mike George Bernard Kendall	Finance & General Purposes
Relocation of Town Council Offices Sub-Committee	Chairman & Vice Chairman of Council, Committee Chairmen Graham Larcombe Barry Weston (other members welcome to attend)	Finance & General Purposes
Risk Assessment Sub-Committee	Eddie Andrews Mike George Andrew Kent John Meech	Finance & General Purposes
Standing Orders Sub-Committee	Chairman of Council Committee Chairmen Diana Andrews	Finance & General Purposes
Christmas Lights Advisory Committee	Debbie Ashley-Smith, Graham Larcombe, Simon Marshall, Michael Miller, Barry Weston, B Cllr Allen Kay	Leisure & Amenities
Emlyn Meadows Advisory Committee	Jack Chapman, Mike George, Mo Goldsmith, Simon Marshall, Barry Weston C Cllr Kay Hammond Members of Public and Local Organisations	Leisure & Amenities
Football Pitches Sub-Committee	Jack Chapman, Simon Marshall and Assistant Clerk	Leisure & Amenities

Outside Bodies 2005/2006

Outside Body	<u>Councillor(s)</u>	<u>Reporting to:</u>
Access Group	Maureen Goldsmith	Finance & General Purposes
Area Passenger Transport Consultative Group (East Surrey)	Denese Brooke-Harte	Planning & Development
Campaign to Protect Rural England (CPRE – Reigate & Banstead)	Jack Chapman	Planning & Development
Churchyards Committee	Andrew Kent Sarah Branwhite	Leisure & Amenities
Citizens Advice Bureau	Debbie Ashley-Smith	Finance & General Purposes
Fastway Liaison Group	Bernard Kendall Graham Larcombe	Planning & Development
Gatwick Airport Consultative Committee (GATCOM)	Bernard Kendall (Substitute – Barry Weston)	Planning & Development
Gatwick Greenspace Partnership	Mike George (Substitute – Denese Brooke-Harte)	Leisure & Amenities
Horley Alliance	Council Chairman P&D Chairman P&D Vice-Chairman F & GP Chairman	Planning & Development
Horley In Bloom	All Town Councillors welcome to attend	Leisure & Amenities
Horley Sports (Social) Club	Mike George Michael Miller (Substitutes as necessary)	Finance & General Purposes
Liaison with Church Road Allotment Holders	Jack Chapman	Leisure & Amenities
Local History Management Committee	Maureen Goldsmith	Finance & General Purposes

Police Community Partnership Group	Bernard Kendall Andrea Venn	Finance & General Purposes
NCC – West	Andrea Venn	Finance & General Purposes
NCC – Central (currently disbanded)	Bernard Kendall	Finance & General Purposes
Surrey County Association of Parish & Town Councils	John Meech (substitute – Michael Miller)	Finance & General Purposes
Surrey County Playing Fields Association	Michael Miller	Leisure & Amenities
Town Centre Management Group	Debbie Ashley-Smith Denese Brooke-Harte	Leisure & Amenities
Youth Matters Representative	Debbie Ashley-Smith Simon Marshall (Sub)	Leisure & Amenities