

**An Ordinary Meeting of Horley Town Council will be held at the Old Town Council Offices, Albert Road, Horley on Tuesday 6 November 2007 at 7.30 pm.**

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

- 1 Apologies and Reasons for absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Approval of Minutes**  
To approve the minutes of the Ordinary Meeting of the Council held on 18 September 2007.
- 5 Matters Arising**  
Ordinary Meeting of the Council held on 18 September 2007.
- 6 Committee Reports**
  - i)** To receive the minutes of the meeting of the Leisure & Amenities Committee held on 31 July 2007.
  - ii)** To receive the minutes of the meeting of the Finance & General Purposes Committee held on 28 August 2007.
  - iii)** To receive the minutes of the meeting of the Planning & Development Committee held on 4 September 2007.
  - iv)** To receive the minutes of the meeting of the Planning & Development Committee held on 25 September 2007.
- 7 Chairman's Report**  
To receive a report of meetings and events attended by the Chairman.
- 8 Youth Council**  
To receive an update.
- 9 Meetings with Surrey Police**  
To receive a report of the meeting held on 19 October 2007.
- 10 National Association of Local Councils (NALC)**  
To consider information received.
- 11 Surrey County Association of Parish & Town Councils (SCAPTC)**  
To consider information received. .....Continued

- 12 Annual Audit for the Year Ending 31 March 2007**  
i) To note that the audit has been completed.  
ii) To approve the External Auditor's Certificate and Opinion (Section 3 of the Annual Return.)  
iii) To approve the completed Annual Return  
iv) To note comments made by the External Auditor.
- 13 Christmas Opening Hours 2007**  
To agree the opening hours for the Town Council Offices.
- 14 Corporate Plan 2007 – 2011**  
i) To receive an update.  
ii) To consider a recommendation from the Planning & Development Committee regarding additional responsibilities.
- 15 Review of Polling Places and Polling Districts**  
To consider further correspondence received from the Borough Council's Electoral Services Officer.
- 16 Remembrance Services 2007**  
To receive an update
- 17 Estate of Cyril Edmonds deceased**  
To consider the recommendations of the Sub-Committee and to agree the way forward
- 18 Emlyn Meadows Bund**  
i) To receive an update on action taken.  
ii) To approve payment of £452 plus VAT to R A Newman & Co for work carried out
- 19 Innes Pavilion Water Usage**  
i) To receive an update from the Borough Council's Head of Leisure Services and to approve payment of £2479.96 plus VAT for 2006.  
ii) To sign the Deed of Easement.
- 20 Councillors' Hospitality, 15 December 2007**  
To receive an update and to agree members' contributions.
- 21 Overview and Scrutiny Committee Annual Report 2006 – 2007**  
To note receipt of the Annual Report of the Borough Council's Overview and Scrutiny Committee.
- 22 Letters Received**
- 23 Urgent Business**  
To note urgent business for inclusion on future agenda.
- 24 Press Release**  
To agree items for inclusion.

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- 25 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.
- 26 Approval of Confidential Minutes** **CONFIDENTIAL**  
To approve the Confidential Minutes of the Ordinary Meeting of the Council held on 18 September 2007.
- 27 Committee Reports - Confidential Minutes** **CONFIDENTIAL**  
To receive the confidential minutes of the Committee meetings.
- 28 Matters Arising** **CONFIDENTIAL**  
Ordinary Meeting of the Council held on 18 September 2007.
- 29 Relocation of Town Council Offices** **CONFIDENTIAL**  
i) To review the application to the Public Works Loan Board and to agree the way forward.  
ii) To receive an update on recent meetings.  
iii) To receive an update on any other matters.
- 30 Press Release**  
To agree items for inclusion.

**Date of next meeting – 11 December 2007 - PRECEPT**

**Signed**



**Alan Jones**  
**1 November 2007**