

**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,
Albert Road, Horley on Tuesday 11 December 2012 at 7.30pm.**

- 1 Apologies and Reasons for absence**
- 2 Declarations of Interest & Dispensations**
 - i) To receive Declarations of Interest regarding items on this agenda.
 - ii) To adopt the Town Council's Dispensation Procedure Guide.
 - iii) To receive written requests for dispensations for Disclosable Pecuniary Interests (if any).
 - iv) To grant any requests for dispensation, as appropriate.
- 3 Public Forum**
- 4 Minutes**

To approve the minutes of the Ordinary Meeting of the Council held on 16 October 2012.
- 5 Matters Arising**

Ordinary Meeting of the Council held on 16 October 2012.
- 6 Committee Reports**

To receive the minutes of the meetings of the following Committees:

 - i) Approved minutes of the Leisure & Amenities Committee held on 18 September 2012 (previously circulated).
 - ii) Unapproved minutes of the Leisure & Amenities Committee held on 30 October 2012 (attached).
 - iii) Approved minutes of the Finance & General Purposes Committee held on 25 September 2012 (previously circulated).
 - iv) Unapproved minutes of the Finance & General Purposes Committee held on 20 November 2012 (attached).
 - v) Approved minutes of the Planning & Development Committee held on 9 October 2012 (attached).
 - vi) Approved minutes of the Planning & Development Committee held on 6 November 2012 (attached).
- 7 Chairman's Report**

To receive a report of meetings recently attended by the Chairman.
- 8 Strategy & Forward Planning Advisory Group**

To receive an update on recent meetings and other matters.
- 9 Surrey Police**

To receive an update on recent liaison meetings and other matters.
- 10 Environment Matters**

To receive an update.
- 11 Horley Town Council – Risk Assessment & Management Paper 2012 - 2013**

To consider the recommendation of the Finance & General Purposes Committee that the paper be approved.

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- 12 Surrey Association of Local Councils (Surrey ALC, formerly SCAPTC) & National Association of Local Councils (NALC) – Future Town Council Membership**
To consider the recommendation of the Finance & General Purposes Committee that the Town Council retain its membership of Surrey ALC and NALC for 2013/2014 and review its position regarding 2014/2015 membership prior to the Precept setting process for that year
- 13 Surrey ALC & NALC – Membership Fees 2013 – 2014**
To receive an update.
- 14 Society of Local Council Clerks – Membership 2013**
To approve payment of £300.
- 15 Town Council Estimates and Precept - Financial Year 2013/14**
To note that, in the light of any changes which may result from the Local Authorities (Calculation of Council Tax Base) Regulations 2012, the setting of the Town Council Precept for 2013/14 has been deferred.
- 16 Letters Received**
- 17 Diary Dates**
- 18 Urgent Business**
To note urgent business for inclusion on future agenda.
- 19 Press Release**
To agree items for inclusion.
- 20 Exclusion of Public and Press**
“In view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and that they be instructed to withdraw.”
- 21 Approval of Confidential Minutes** **CONFIDENTIAL**
To approve the confidential minutes of the Ordinary Meeting of the Council held on 16 October 2012
- 22 Matters Arising** **CONFIDENTIAL**
Ordinary Meeting of the Council held on 16 October 2012
- 23 Committee Reports – Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of Committee meetings.
- 24 Press Release**
To agree items for inclusion.



Signed Alan Jones, 6 December 2012 Date of Next Meeting – 12 February 2012