

HORLEY TOWN COUNCIL

Albert Rooms, 92 Albert Road
Horley, Surrey RH6 7HZ

Alan Jones ACIB FSI
Town Clerk

Tel: 01293 784765
Fax: 01293 775789

email: town.clerk@zen.co.uk
www.horleysurrey-tc.gov.uk

An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms Albert Road, Horley on Tuesday 11 December 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**
 - i) To approve the minutes of the Ordinary Meeting of the Council held on 6 November 2007.
 - ii) To approve the minutes of the meeting of the Staff Sub-Committee held on 4 December 2007.
 - iii) To approve the minutes of the meeting of the Relocation Sub-Committee held on 4 December 2007.
- 5 Matters Arising**
 - i) Ordinary Meeting of the Council held on 6 November 2007.
 - ii) Staff Sub-Committee held on 4 December 2007.
 - iii) Relocation Sub-Committee held on 4 December 2007.
- 6 Committee Reports**
 - i) To receive the minutes of the meeting of the Leisure & Amenities Committee held on 2 October 2007.
 - ii) To receive the minutes of the meeting of the Finance & General Purposes Committee held on 16 October 2007.
- 7 Chairman's Report**

To receive a report of meetings and events attended by the Chairman.
- 8 Meetings with Surrey Police**

To note that the next meeting will take place on 21 December 2007.
- 9 National Association of Local Councils (NALC)**

To consider information received.
- 10 Surrey County Association of Parish & Town Councils (SCAPTC)**

To consider information received.

.....Continued



- 11 **Councillors' Hospitality, 15 December 2007**
To receive an update.
- 12 **Church Road Allotments**
To agree charges for the year commencing 1 February 2008.
- 13 **Horley in Bloom Leaflet & E Mail Distribution**
To approve payment of £75 to Mad Ideas.
- 14 **Horley Sports (Social) Club**
To receive an update on recent meetings.
- 15 **Draft Charter between Reigate & Banstead Borough Council and
Horley Town Council**
To receive an update.
- 16 **Correspondence with Local Press**
To receive an update on recent action taken.
- 17 **Letters Received**
- 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 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.
- 21 **Approval of Confidential Minutes** **CONFIDENTIAL**
i) To approve the confidential minutes of the Ordinary Meeting of the Council held on 6 November 2007.
ii) To approve the confidential minutes of the meeting of the Staff Sub-Committee held on 4 December 2007.
iii) To approve the confidential minutes of the meeting of the Relocation Sub-Committee held on 4 December 2007.
- 22 **Committee Reports - Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of the Committee meetings.
- 23 **Matters Arising** **CONFIDENTIAL**
i) Ordinary Meeting of the Council held on 6 November 2007.
ii) Staff Sub-Committee held on 4 December 2007.
iii) Relocation Sub-Committee held on 4 December 2007.
- 24 **Staff Salaries** **CONFIDENTIAL**
To consider the recommendations of the Staff Sub-Committee and to agree the way forward.

.....Continued

