

HORLEY TOWN COUNCIL

Joan Walsh
Town Clerk
Council Offices, 92 Albert Road
Horley, Surrey RH6 7HZ
Tel: 01293 784765
info@horleysurrey-tc.gov.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 26 June 2018 at 7.30 pm.**

- 1 Apologies and Reasons for Absence**
To receive apologies and reasons for absence.
- 2 Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive any declarations of interest in relation to any items included on this agenda.
- 3 Public Forum**
- 4 Minutes**
 - i) To approve the minutes of the Annual Meeting of the Council held on 15 May 2018.
 - ii) To approve the minutes of the Extraordinary Meeting of the Council held on 22 May 2018.
- 5 Matters Arising**
 - i) Minutes of the Annual Meeting of the Council held on 15 May 2018.
 - ii) Minutes of the Extraordinary Meeting of the Council held on 22 May 2018.
- 6 Committee Reports**
To receive the minutes of the meetings of the following Committees:
 - i) Unapproved minutes of the Leisure & Amenities Committee held on 29 May 2018
 - ii) Unapproved minutes of the Finance & General Purposes Committee held on 12 June 2018
 - iii) Approved minutes of the Planning & Development Committee held on 24 April 2018
 - iv) Approved minutes of the Planning & Development Committee held on 22 May 2018
- 7 Chairman's Report**
To receive a report of events recently attended by the Chairman or his representative.
- 8 Borough, County Councillor and Other Related Updates**
 - i) To note that the next Residents' Forum Meeting is to be held on 24 July 2018.
 - ii) To receive a report of the recent meeting with County Councillors Kay Hammond and Graham Knight.
 - iii) To receive updates on any other recent meetings not referred to elsewhere on this agenda.
 - iv) To receive any other related updates.
- 9 Appointment of Data Protection Officer**
To consider the recommendation of the Finance & General Purposes Committee that Alan Jones be appointed as Data Protection Officer for Horley Town Council for a twelve-month period.
(Briefing Paper circulated to members.)
- 10 General Data Protection Regulations**
To approve the following Policies:
Privacy Notice
Retention of Documents Policy
Information & Data Protection Policy 2018

...Continued

- 11 Proposals for Café at Horley Recreation Ground**
To consider the fee proposal from Copeland Yussuf Chartered Surveyors to produce budget build costs for the project.
- 12 Local Government Boundary Commission – Draft Recommendations for Ward Boundaries in Reigate and Banstead**
To receive a brief update on recent meetings.
- 13 Horley Edmonds Community Fund**
To receive an update on the meeting with the Director of Grants & Impact at the Community Foundation for Surrey.
- 14 Letters Received**
- 15 Diary Dates**
- 16 Urgent Business**
To note urgent business for inclusion on future agenda.
- 17 Press Release**
To agree items for inclusion.
- 18 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.”
- 19 Confidential Minutes** **CONFIDENTIAL**
i) To approve the confidential minutes of the Annual Meeting of the Council held on 15 May 2018
ii) To approve the confidential minutes of the Extraordinary Meeting of the Council held on 22 May 2018.
- 20 Matters Arising** **CONFIDENTIAL**
i) Confidential minutes of the Annual Meeting of the Council held on 15 May 2018
ii) Confidential minutes of the Extraordinary Meeting of the Council held on 22 May 2018
- 21 Committee Reports – Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of Committee meetings.
- 22 Horley Edmonds Community Fund** **CONFIDENTIAL**
To consider applications for funding.
- 23 Staffing Matters** **CONFIDENTIAL**
Grievance Allegations - to receive an update on recent meetings and actions taken.
- 24 Press Release**
To agree items for inclusion.

