

**HORLEY TOWN COUNCIL**  
**Finance & General Purposes Committee**

A meeting of the above-named Committee will be held at the Town Council Offices, Albert Road, Horley, on **Tuesday 14 March 2006 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 Offices during normal office hours.**

**A G E N D A**

- 1 Apologies and Reasons for Absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Matters Arising**  
Committee Meeting, Tuesday 24 January 2006.
- 5 Outside Bodies and Sub-Committees**  
To receive reports of attendance at recent meetings.
- 6 Borough Standards Committee**  
To receive an update.
- 7 Freedom of Information Act 2000**  
To review the adopted scheme.
- 8 Town Awards**  
To receive an update.
- 9 New Web Site Address**  
To receive an update.
- 10 National Association of Local Councils (NALC)**
  - i)** To consider correspondence received.
  - ii)** Direct Information Service – to approve payment of the Town Council's subscription.
- 11 Surrey County Association of Parish & Town Councils (SCAPTC)**
  - i)** To note arrangements for the day to day operation of the Surrey County Association.
  - ii)** To consider any other information received.
- 12 Horley Highlights – Issue no 9**  
To receive an update.
- 13 Summer Floral Displays**  
To receive an update on recent action taken and to agree the way forward.
- 14 Albert Rooms**
  - i)** To receive an update on the Risk Assessment and Health and Safety inspection.
  - ii)** Repairs to front path – to receive an update.
  - iii)** New cooker – to receive an update

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- 15 New Internal Auditor**  
To receive an update on the handover.
- 16 Councillors' Internal Audit**  
To receive the internal audit reports for January and February 2006.
- 17 Financial Reports**  
To approve the financial reports, including bank reconciliations and accounts payable, up to 28 February 2006.
- 18 Recommendations to Finance & General Purposes Committee**  
To ratify or approve expenditure as recommended at other Committee meetings.
- 19 Letters Received**
- 20 Urgent Business**  
To note urgent business for inclusion on future agenda.
- 21 Press Release**  
To agree items for inclusion.
- 22 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.
- 23 Matters Arising** **CONFIDENTIAL**  
Committee Meeting, Tuesday 15 November 2005.
- 24 Relocation of Town Council Offices** **CONFIDENTIAL**  
To receive an update on recent meetings.
- 25 Incident at Albert Rooms** **CONFIDENTIAL**  
To receive an update on recent developments.
- 26 Incident at Innes Pavilion** **CONFIDENTIAL**  
To agree the way forward.
- 27 Press Release**  
To agree items for inclusion.

**Date of next meeting – 25 April 2006**

**Signed**



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**Dated** **9 March 2006**