

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

A meeting of the above-named Committee will be held at the Albert Rooms,  
Albert Road, Horley, on **Tuesday 15 March 2011** 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 Approval of Minutes**  
Committee Meeting, Tuesday 18 January 2011
- 5 Matters Arising**  
Committee Meeting, Tuesday 18 January 2011
- 6 Outside Bodies**  
To receive reports of attendance at meetings of Outside Bodies.
- 7 Town Councillors' Audit**  
To receive the Councillors' Audit reports for December 2010 and January 2011.
- 8 Financial Reports**  
To approve the financial reports, including bank reconciliations and accounts payable, up to 31 January 2011.
- 9 Electronic Payments**  
To receive an update from the Clerk.
- 10 Internal Audit**
  - i)** To receive Interim Report no 2 from the Internal Auditor.
  - ii)** To consider the appointment of the Town Council's Internal Auditor for 2011/2012.
- 11 Internal Audit Review 2010 / 2011**  
To receive the annual review of the effectiveness of the Town Council's system of internal audit.
- 12 Election Timetable for Borough and Town Elections, May 2011**  
To note information received.
- 13 Borough Standards Committee**  
To receive an update.
- 14 Town Meeting, 25 March 2011**  
To receive an update.
- 15 Surrey County Association of Parish & Town Councils (SCAPTC)**  
To consider any information received.
- 16 National Association of Local Councils (NALC)**  
To consider any information received.

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- 17 Horley Sports (Social) Club**  
To receive an update on recent meetings.
- 18 Electoral Review of Surrey –  
Stage One – Initial Consultation on Electoral Arrangements**  
To receive an update.
- 19 Review of Polling Places and Polling Districts**  
To consider information received. (Responses required by 11 April 2011.)
- 20 Community Foundation for Surrey – Fund Statements**  
To note information received.
- 21 Letters Received**
- 22 Diary Dates**  
To note forthcoming events.
- 23 Urgent Business**  
To note urgent business for inclusion on future agenda.
- 24 Press Release**  
To agree items for inclusion.
- 25 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.”
- 26 Approval of Confidential Minutes** **CONFIDENTIAL**  
Committee Meeting, Tuesday 18 January 2010.
- 27 Matters Arising** **CONFIDENTIAL**  
Committee Meeting, Tuesday 18 January 2010.
- 28 Security in Recreation Grounds** **CONFIDENTIAL**  
To consider a quotation received for enhancements to the CCTV system at Horley Recreation Ground and to agree the way forward.
- 29 Press Release**  
To agree items for inclusion.

**Date of next meeting – 19 April 2011**



**Signed: Town Clerk**

**Dated 10 March 2011**