

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 17 January 2012 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**
 - i) Committee Meeting, 22 November 2011.
 - ii) Extraordinary Committee Meeting, 29 November 2011.
- 5 Matters Arising**
 - i) Committee Meeting, Tuesday 22 November 2011.
 - ii) Extraordinary Committee Meeting, 29 November 2011.
- 6 Outside Bodies**

To receive reports of attendance at meetings of Outside Bodies.
- 7 Town Councillors' Audit**

To receive the Councillors' Audit Certificate for November and December 2011.
- 8 Financial Reports**

To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 December 2011.
- 9 Environment Campaign 2011**

To receive the accounts.
- 10 Jubilee Fun Day (A Right Royal Knees Up!), 4 June 2012**

To consider a suggestion that accounts are processed by Horley Town Council.
- 11 Albert Rooms Hire Charges**

To agree charges for the hire of Edmonds Community Hall for 2012 / 2013.
(Paper circulated to members)
- 12 Charges for External Audit**

To note correspondence received.
- 13 Precept Timetable 2013 / 2014**

To consider the timetable for setting the Precept for 2013 / 2014.
- 14 Town Meeting, 27 April 2012**

To consider arrangements for this year's meeting.
- 15 Borough Standards Committee**

To receive an update.
- 16 Surrey County Association of Parish & Town Councils (SCAPTC)
& National Association of Local Councils (NALC)**
 - i) To consider information received.
 - ii) Proposed Subscriptions for 2012 / 2013 – to note correspondence received.

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- 17 Innes Pavilion and Horley Sports (Social) Club (HSSC)**
To receive an update on recent meetings and other matters.
- 18 Town Council Insurance**
To note receipt of a credit note for £192.57, following calculation of the 2010 / 2011 Low Claims Rebate.
- 19 Review of Horley Town Council's Corporate Plan**
To agree the way forward.
- 20 Horley Town Council Grant Scheme**
To note receipt of one further application and to agree the way forward.
- 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**
i) Committee Meeting, 22 November 2011.
ii) Extraordinary Committee Meeting, 29 November 2011.
- 27 Matters Arising** **CONFIDENTIAL**
i) Committee Meeting, 22 November 2011.
ii) Extraordinary Committee Meeting, 29 November 2011.
- 28 Press Release**
To agree items for inclusion.

Date of next meeting – 20 March 2012



Signed: Town Clerk

Dated 12 January 2012