

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 20 January 2009 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, 25 November 2008
- 5 Matters Arising**
Committee Meeting, Tuesday 25 November 2008
- 6 Outside Bodies**
To receive reports of attendance at meetings of Outside Bodies.
- 7 Borough Standards Committee**
To receive an update.
- 8 Surrey County Association of Parish & Town Councils (SCAPTC)**
 - i)** Training for Chairmen – to note that Cllrs P Avis, R Olliver and S Marshall are to attend the training course on 24 January 2009.
 - ii)** To consider any other information received.
- 9 National Association of Local Councils (NALC)**
 - i)** Quality Status Re-accreditation - to receive an update.
 - ii)** To consider any other information received.
- 10 Town Council Policies**
To review the following:
 - i)** Training Statement of Intent
 - ii)** Community Engagement Strategy
 - iii)** Democracy and Citizenship Strategy
 - iv)** Press and Media Protocol
- 11 Town Meeting, 24 April 2009**
To receive an update.
- 12 Risk Assessments**
To receive an update.
- 13 Emergency Planning**
To consider a proposal to prepare an Emergency Plan.
- 14 New Town Council Offices – Building Works**
To receive an update.
- 15 Horley Edmonds Community Fund**
To receive an update.
- 16 Councillors' Internal Audit**
To receive the Councillors' Internal Audit report for October, November & December (if available) 2008.

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- 17 Financial Reports**
To approve the financial reports, including bank reconciliations and accounts payable, up to 30 November 2008 and 31 December 2008 (if available).
- 18 Michael Crescent Scout Hall**
To receive an update.
- 19 Fencing to the Rear of Delta Bungalows**
To consider the way forward.
- 20 Capel Parish Council**
To consider correspondence received.
- 21 Surrey Strategic Partnership**
To receive a brief report of the workshop, recently attended by Cllr Bethell.
- 22 Letters Received**
- 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 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.
- 26 Approval of Confidential Minutes** **CONFIDENTIAL**
Committee Meeting, Tuesday 25 November 2008.
- 27 Matters Arising** **CONFIDENTIAL**
Committee Meeting, Tuesday 25 November 2008.
- 28 Horley Saturday Market**
To consider an approach from Reigate & Banstead Borough Council (briefing paper attached for Town Councillors)
- 29 Press Release**
To agree items for inclusion.

Date of next meeting – Tuesday 24 March 2009



Signed: Town Clerk

Dated 15 January 2009