

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 March 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.

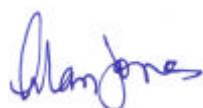
A G E N D A

- 1 Apologies and Reasons for Absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Approval of Minutes**
Committee Meeting, 17 January 2012
- 5 Matters Arising**
Committee Meeting, Tuesday 17 January 2012.
- 6 Outside Bodies**
To receive reports of attendance at meetings of Outside Bodies.
- 7 Town Councillors' Audit**
 - i)** To receive the Councillors' Audit Certificate for January 2012.
 - ii)** To agree the date and attendance for the next Town Councillors' Audit.
- 8 Financial Reports**
To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 January 2012.
- 9 Internal Audit Review 2011/2012**
To receive the annual review of the effectiveness of the Town Council's system of internal audit.
- 10 Appointment of Internal Auditor**
To consider the appointment of the Town Council's Internal Auditor for 2012/2013.
- 11 Councillors' Surgeries**
 - i)** To receive an update on recent venues and attendances.
 - ii)** To agree the way forward for future surgeries.
- 12 Cycle of Meetings 2012 - 2013**
To approve the Cycle of Meetings.
- 13 Members' Intranet**
To receive an update from the Clerk and consider the way forward.
- 14 Corporate Plan 2012 - 2016**
To consider ideas for inclusion in the Plan.
- 15 Town Meeting, 27 April 2012**
To receive an update on arrangements for this year's meeting.
- 16 Borough Standards Committee**
To receive an update.

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- 17 **Surrey County Association of Parish & Town Councils (SCAPTC) & National Association of Local Councils (NALC)**
i) To note that the Clerk plus six members will be attending a SCAPTC Localism Conference on Friday 20 April 2012 at the Meridian Hall, East Grinstead, at a total cost of £595 plus VAT. (£85 per person.)
ii) To consider any other information received.
- 18 **Horley Anderson Centre / Innes Pavilion Division**
To receive an update.
- 19 **St George's Day Event, 21 April 2012**
To consider participation by Horley Town Council
- 20 **Gatwick Diamond**
To consider application for Town Council membership, at an annual cost of £270.
- 21 **Horley Business Expo, 27 April 2012**
To consider participation by Horley Town Council
- 22 **Electoral Review of Surrey**
To note receipt of the final recommendations from the Local Government Boundary Commission.
- 23 **Letters Received**
- 24 **Diary Dates**
To note forthcoming events.
- 25 **Urgent Business**
To note urgent business for inclusion on future agenda.
- 26 **Press Release**
To agree items for inclusion.
- 27 **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."
- 28 **Approval of Confidential Minutes** **CONFIDENTIAL**
Committee Meeting, 17 January 2012.
- 29 **Matters Arising** **CONFIDENTIAL**
Committee Meeting, 17 January 2012.
- 30 **Horley Sports (Social) Club** **CONFIDENTIAL**
To receive an update on recent meetings and other matters.
- 31 **Press Release**
To agree items for inclusion.

Date of next meeting – 1 May 2012



Signed: Town Clerk

Dated 15 March 2012