

**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 27 April 2010 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 16 March 2010
- 5 Matters Arising**  
Committee Meeting, Tuesday 16 March 2010
- 6 Outside Bodies**  
To receive reports of attendance at meetings of Outside Bodies.
- 7 Town Councillors' Audit**  
To receive the Councillors' Audit reports for February and March 2010.
- 8 Financial Reports**  
To approve the financial reports, including bank reconciliations and accounts payable, up to 31 March 2010.
- 9 External Audit for Year ended 31 March 2010**  
To note information received from BDO LLP about the audit timetable.
- 10 Borough Standards Committee**  
To receive an update.
- 11 Cycle of Meetings 2010 – 2011**  
To approve the cycle of meetings.
- 12 Surrey County Association of Parish & Town Councils (SCAPTC)**
  - i)** Subscription 2010 / 2011 – to approve payment of £2,729.26 plus VAT.
  - ii)** To consider any other information received.
- 13 National Association of Local Councils (NALC)**  
To consider any information received.
- 14 Town Council Offices – Update on Building Works**  
To receive an update on final works.
- 15 Horley Sports (Social) Club**  
To receive an update.
- 16 Town Meeting, 30 April 2010**  
To receive an update on arrangements made.
- 17 Horley Saturday Market**  
To receive an update.

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- 18 St George's Day Festival, 24 April 2010**  
To finalise arrangements for Saturday.
- 19 Letters Received**
- 20 Diary Dates**  
To note forthcoming events.
- 21 Urgent Business**  
To note urgent business for inclusion on future agenda.
- 22 Press Release**  
To agree items for inclusion.
- 23 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."
- 24 Approval of Confidential Minutes** **CONFIDENTIAL**  
Committee Meeting, Tuesday 16 March 2010.
- 25 Matters Arising** **CONFIDENTIAL**  
Committee Meeting, Tuesday 16 March 2010.
- 26 Albert Rooms – Modifications to Front Wall** **CONFIDENTIAL**  
To consider quotations received and to agree the way forward.
- 27 Albert Rooms – Modifications to Taps and Sanitary Ware** **CONFIDENTIAL**  
To consider quotations received and to agree the way forward.
- 28 Press Release**  
To agree items for inclusion.

**Date of next meeting – To be advised**



**Signed: Town Clerk**

**Dated 22 April 2010**