

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 September 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 26 July 2011
- 5 Matters Arising**
Committee Meeting, Tuesday 26 July 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 July and August 2011.
- 8 Financial Reports**
To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 August 2011.
- 9 Electronic Payments**
To receive an update.
- 10 Borough Standards Committee**
To receive an update.
- 11 Audit for Year Ended 31 March 2011**
 - i) To note information received from the external auditor, BDO LLP.
 - ii) To approve payment of £1,050 plus VAT to BDO LLP for auditing the Annual Return.
- 12 Surrey County Association of Parish & Town Councils (SCAPTC) & National Association of Local Councils (NALC)**
 - i) To receive an update on recent meetings
 - ii) To receive an update on recent Three Counties Training Events
 - iii) To consider any other information received.
- 13 Electoral Review of Surrey – Draft Recommendations from the Local Government Boundary Commission**
To agree this Council's response (required by 10 October 2011)
- 14 Community Foundation for Surrey (Edmonds Community Fund)**
 - i) To note receipt of the Annual Fund Report
 - ii) To receive an update on possible grant applications

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- 15 Christmas 2010**
i) Christmas tree and lights - to consider the way forward.
ii) Councillors' Hospitality – to agree arrangements for 2011.
- 16 Letters Received**
- 17 Diary Dates**
To note forthcoming events.
- 18 Urgent Business**
To note urgent business for inclusion on future agenda.
- 19 Press Release**
To agree items for inclusion.
- 20 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.”
- 21 Approval of Confidential Minutes** **CONFIDENTIAL**
Committee Meeting, Tuesday 26 July 2011.
- 22 Matters Arising** **CONFIDENTIAL**
Committee Meeting, Tuesday 26 July 2011
- 23 Innes Pavilion and Horley Sports (Social) Club (HSSC)** **CONFIDENTIAL**
To receive an update on recent meetings and other matters.
- 24 Press Release**
To agree items for inclusion.

Date of next meeting – 22 November 2011 (Precept)



Signed: Town Clerk

Dated 22 September 2011