

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 30 April 2013 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.

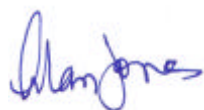
A G E N D A

- 1 Apologies and Reasons for Absence**
- 2 Declarations of Interest & Dispensations**
 - i) To receive any Declarations of Interest regarding items on this agenda.
 - ii) To receive written requests for dispensations for Disclosable Pecuniary Interests (if any).
 - iii) To grant any requests for dispensations, as appropriate.
- 3 Public Forum**
- 4 Approval of Minutes**
Committee Meeting, Tuesday 19 March 2013
- 5 Matters Arising**
Committee Meeting, Tuesday 19 March 2013
- 6 Outside Bodies**
To receive reports of attendance at meetings of Outside Bodies.
- 7 Audit Matters**
To receive the Councillors' Audit Certificate for March 2013.
- 8 Financial Reports**
To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 March 2013
- 9 Annual Audit for the year ending 31 March 2013**
To note information received from the External Auditor (BDO LLP).
- 10 Newsletter no 26**
To ratify payment of costs associated with the recent production of the "mini" newsletter (£50).
- 11 Annual Report 2012 - 1213**
To ratify payment of artwork costs (£220 plus VAT).
- 12 Cycle of Meetings 2013 - 2014**
To consider the draft Cycle of Meetings
- 13 Communications**
 - i) "Meet your Councillor" – to receive an update on the recent events and to consider the draft schedule for 2013 – 2014.
 - ii) To receive an update on the redevelopment of the Town Council website
 - iii) Residents' Questionnaire – to receive an update.
- 14 Town Meeting, 26 April 2013**
To review the recent meeting.
- 15 Renewal of Town Council Insurance**
To receive an update on arrangements made to date.

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- 16 **Borough Standards Committee**
To receive an update.
- 17 **100th Anniversary of World War One – Production of Memorial Book**
To consider a request for funding from a local resident.
- 18 **Surrey Association of Local Councils (Surrey ALC, formerly SCAPTC) & National Association of Local Councils (NALC)**
i) To receive an update on recent meetings
ii) To consider a response to the Surrey ALC survey regarding future training events.
iii) To consider any other information received.
- 19 **Horley Edmonds Community Fund**
To note receipt of the Annual Fund Statements for April 2012 to March 2013.
- 20 **Horley Henry Smith Charity**
To approve the appointment of Mrs Sandie Penfold as Clerk to the Charity.
- 21 **Letters Received**
- 22 **Diary Dates**
To note forthcoming events.
- 23 **Urgent Business**
To note urgent business for inclusion on any 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**
Committee Meeting, 19 March 2013.
- 27 **Matters Arising** **CONFIDENTIAL**
Committee Meeting, 19 March 2013.
- 28 **Innes Pavilion / Horley Sports (Social) Club** **CONFIDENTIAL**
To receive an update on recent meetings.
- 29 **CCTV Enhancements and Repairs** **CONFIDENTIAL**
To consider quotations received and to agree the way forward (Late paper to follow for members).
- 30 **Press Release** **CONFIDENTIAL**
To agree items for inclusion.

Date of next meeting – 11 June 2013 (provisional)



Signed: Town Clerk

Dated 25 April 2013