

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 13 March 2018** at **7.30 pm**

A G E N D A

- 1 Apologies and Reasons for Absence**
- 2 Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive from members any declarations of interest in relation to any items included on this agenda.
- 3 Public Forum**
- 4 Approval of Minutes**
Committee Meeting, Tuesday 23 January 2018
- 5 Matters Arising**
Committee Meeting, Tuesday 23 January 2018
- 6 Audit Matters**
 - i) To receive the Councillors' Audit Certificate for January 2018.
 - ii) To receive the Internal Audit Report dated 9 February 2018.
- 7 Financial Reports**
 - i) To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 January 2018.
 - ii) To consider virements between Cost Centres, which may be advised before the end of the current Financial Year.
- 8 Communications**
 - i) To receive an update on the meeting of the Communications Sub-Committee held on 13 February 2018.
 - ii) To receive an update on any other matters.
- 9 General Data Protections Regulations (GDPR)**
To receive an update on recent actions taken and those still outstanding.
- 10 Surrey Association of Local Councils (Surrey ALC)
& National Association of Local Councils (NALC)**
 - i) To receive updates on recent meetings and other events attended.
 - ii) To receive an update on any other matters.
- 11 Legionella Control**
To receive any updates
- 12 Portable Appliance Testing (PAT Testing)**
To agree the way forward.
- 13 Reigate & Banstead Ward Boundary Review**
To receive an update on the recent Briefing from Borough Councillors and to agree the way forward.
- 14 Town Meeting, 27 April 2018**
To receive any updates.

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- 15 Summer Planting in the Memorial Gardens**
To consider the quotation received from Burleys.
- 16 Distribution of Full Council Papers**
To agree the way forward, with regard to paper copies.
- 17 Purchase of Defibrillator using HTMG Funds**
To receive an update on possible Town Council obligations.
- 18 Security Patrols, Keyholding Services & Alarm Response**
To receive any updates, following a recent meeting with the Smart Guard Security Operations Manager.
- 19 Letters Received**
- 20 Diary Dates**
To note forthcoming events.
- 21 Urgent Business**
To note urgent business for inclusion on any 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 23 January 2018.
- 25 Matters Arising** **CONFIDENTIAL**
Committee Meeting, Tuesday 23 January 2018.
- 26 Press Release**
To agree items for inclusion.



Signed: Joan Walsh, Town Clerk, 8 March 2018

Date of next meeting – Tuesday 1 May 2018