

**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 17 March 2015 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 20 January 2015
- 5 Matters Arising**

Committee Meeting, Tuesday 20 January 2015
- 6 Audit Matters**
  - i) To receive the Councillors' Audit Certificate for January & February 2015
  - ii) To receive the interim Internal Audit Report no 2 and Clerk's responses.
- 7 Financial Reports**

To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 28 February 2015.
- 8 Internal Control Review 2014/2015**

To receive the annual review of the effectiveness of the Town Council's system of internal control and management of risk, for recommendation to Full Council.
- 9 Review of Financial Regulations and Standing Orders**

To consider the revised orders, for recommendation to Full Council.
- 10 Financial Matters**
  - i) To recommend that a sum of £35,000 be transferred from the General Reserve to a dedicated earmarked fund, with effect from the 2015/2016 financial year.
  - ii) To consider early repayment of one Public Works Loan Board loan (ref 502670).
- 11 Communications**

To receive a report of the meeting of the Communications Sub-Committee held on 9 March 2015.
- 12 Borough Standards Committee**

To receive an update on recent meetings.
- 13 Surrey Association of Local Councils (Surrey ALC) & National Association of Local Councils (NALC)**

To receive an update on recent meetings and to note any other information received.
- 14 Town Meeting, 27 March 2015**

To receive an update on arrangements made.

- 15 **Freedom of Information Act – Model Publication Scheme**  
To review the Town Council's Policy.
- 16 **Albert Rooms – Installation of Fire Alarm Remote Indicators**  
To ratify payment of £255 plus VAT to Firetronics.
- 17 **Demolition of Michael Crescent Centenary Park**  
To receive an update.
- 18 **Future Use of the Innes Pavilion**  
To receive an update from the Clerk.
- 19 **Horley Bowling Club**  
To consider requests regarding additional parking and banner display.
- 20 **Horley Lions Skittles Tournament, 6-10 July 2015**  
To consider Town Council participation.
- 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, Tuesday 20 January 2015
- 27 **Matters Arising** **CONFIDENTIAL**  
Committee Meeting, Tuesday 20 January 2015
- 28 **Tree Works at Court Lodge Fields** **CONFIDENTIAL**  
To consider quotations received and to agree the way forward.
- 29 **Fitness Equipment at Horley Recreation Ground** **CONFIDENTIAL**  
To consider quotations received and to agree the way forward.
- 30 **Press Release** **CONFIDENTIAL**  
To agree items for inclusion.

**Date of next meeting – 28 April 2015**



**Signed: Town Clerk**

**Dated: 12 March 2015**