

HORLEY TOWN COUNCIL
Finance & General Purposes Committee

A meeting of the above-named Committee will be held at the Old Town Council Offices,
Albert Road, Horley, on **Tuesday 28 August 2007** 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 3 July 2007
- 5 Matters Arising**
Committee Meeting, Tuesday 3 July 2007
- 6 Outside Bodies**
To receive reports of attendance at meetings of Outside Bodies.
- 7 Borough Standards Committee**
To receive an update.
- 8 National Association of Local Councils (NALC)**
To consider information received.
- 9 Surrey County Association of Parish & Town Councils (SCAPTC)**
 - i)** Adoption of revised SCAPTC constitution – to receive an update.
 - ii)** To consider any other information received.
- 10 Review of Polling Places and Polling Districts**
To note information received from the Borough Council's Chief Executive.
- 11 Local Council Advisory Service – Membership Renewal 2007/2008**
To approve payment of £135 plus VAT.
- 12 Certificates to Retired Councillors**
To receive an update and to agree the way forward.
- 13 Members' Identity Cards and Business Cards**
To receive an update and to agree the way forward.
- 14 Request for Improved Liaison with Surrey Police**
To receive an update.
- 15 Freedom of Information Act 2000**
To review and approve the adopted scheme for 2007/2008.
- 16 Risk Assessment and Management Paper 2007 - 2008**
To approve the Paper.

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- 17 Weekly Playground Inspection Reports**
To approve actions taken.
- 18 Donation to Surrey Crimestoppers**
To approve a donation for 2007/2008.
- 19 Licensing Act 2003 – Review of Statement of Licensing Policy**
To consider information received.
- 20 Fallen Tree – Footpath to the Rear of 2 & 3 Churchview Close**
To receive an update on action taken.
- 21 Emlyn Meadows**
i) Bund - to receive an update on action taken.
ii) Environmental Artist Event – to receive an update.
- 22 Councillors’ Internal Audit**
To receive the Councillors’ Internal Audit reports for June & July 2007.
- 23 Financial Reports**
To approve the financial reports, including bank reconciliations and accounts payable, up to 31 July 2007.
- 24 Local Council Audit - Review of Effectiveness of Internal Audit**
To note that a review is required.
- 25 Timetable for Consideration of Precept 2007/2008**
To consider the timetable, which has been circulated to members.
- 26 Insurance Policy**
To review and approve the Insurance Schedule.
- 27 Letters Received**
- 28 Urgent Business**
To note urgent business for inclusion on future agenda.
- 29 Press Release**
To agree items for inclusion.
- 30 Exclusion of Public and Press**
In view of the confidential nature of the business about to be transacted, it is proposed that, in the public interest, the public and press be excluded from the remainder of the meeting under the provisions of The Public Bodies (Admission to Meetings) Act 1960.
- 31 Approval of Confidential Minutes** **CONFIDENTIAL**
Committee Meeting, Tuesday 3 July 2007.
- 32 Matters Arising** **CONFIDENTIAL**
Committee Meeting, Tuesday 3 July 2007.

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- 33 Relocation of Town Council Offices** **CONFIDENTIAL**
i) Application to the Public Works Loans Board – to agree a recommendation to Full Council.
ii) To receive an update on other developments.
- 34 Horley Sports (Social) Club** **CONFIDENTIAL**
To receive an update and to agree the way forward.
- 35 Horley Citizens Advice Bureau (CAB)** **CONFIDENTIAL**
To consider correspondence received.
- 36 Security at the Albert Rooms** **CONFIDENTIAL**
To receive an update and to agree the way forward.
- 37 Press Release**
To agree items for inclusion.

Date of next meeting – 16 October 2007



Signed: Town Clerk

Dated 23 August 2007