

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 29 January 2008** 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 27 November 2007
- 5 Matters Arising**
Committee Meeting, Tuesday 27 November 2007
- 6 Outside Bodies**
To receive reports of attendance at meetings of Outside Bodies.
- 7 Borough Standards Committee**
To receive an update.
- 8 Consultation on Orders and Regulations Relating to the Conduct of Local Authority Members in England**
To note receipt of the Consultation. (Any comments to be submitted by 15 February 2008.)
- 9 National Association of Local Councils (NALC)**
To consider information received.
- 10 Surrey County Association of Parish & Town Councils (SCAPTC)**
To consider information received.
- 11 Horley Highlights – Issue No 14**
To receive an update on the latest newsletter.
- 12 Town Meeting, 24 April 2008**
To note that the Town Meeting is due to take place in the Albert Rooms on Thursday 24 April 2008 and to receive an update on arrangements made.
- 13 Charges for Use of Town Council Facilities**
To agree charges for 2008/2009.
- 14 Citizens Advice Bureau**
To receive an update on recent meetings and to agree the way forward.
- 15 Corporate Plan and Annual Report**
To consider a quotation from Mad Ideas to have the artwork professionally produced.

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- 16 CCTV Enhancements**
i) To receive an update on recent enhancements.
ii) To consider a quotation from ADK Security to supply and install additional Raytec White Lighting.
iii) To consider a quotation from Micro Maintenance to install two 500GB hard disks for the sum of £278 plus VAT.
- 17 Horley Sports (Social) Club**
i) To consider a request from the Club Secretary.
ii) To receive an update on recent meetings.
- 18 Cyril Edmonds Estate**
To receive an update from the clerk.
- 19 Councillors' Internal Audit**
To receive the Councillors' Internal Audit report for November and December 2007.
- 20 Financial Reports**
To approve the financial reports, including bank reconciliations and accounts payable, up to 31 December 2007.
- 21 Letters Received**
- 22 Urgent Business**
To note urgent business for inclusion on future agenda.
- 23 Press Release**
To agree items for inclusion.
- 24 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.
- 25 Approval of Confidential Minutes** **CONFIDENTIAL**
Committee Meeting, Tuesday 27 November 2007.
- 26 Matters Arising** **CONFIDENTIAL**
Committee Meeting, Tuesday 27 November 2007.
- 27 Relocation of Town Council Offices** **CONFIDENTIAL**
To receive an update.
- 28 Press Release**
To agree items for inclusion.

Date of next meeting – 18 March 2008



Signed: Town Clerk

Dated 24 January 2008