

**HORLEY TOWN COUNCIL**  
**ANNUAL MEETING OF THE COUNCIL**

Minutes of the Annual Meeting of the Council held at the Albert Rooms, Albert Road, Horley on Tuesday 12 May 2009 at 7.30 pm.

**Present:** Councillor S Marshall, Town Mayor & Chairman of the Council  
Councillors P Avis, R Bethell, D Brooke-Harte, J Chapman,  
P Chapman, M George, M Goldsmith, V Marshall, M Miller,  
R Olliver, D Powell, V Snowball and F Stimpson.

**Also present:** A Jones                      Town Clerk  
Mrs C Fenton              Deputy Town Clerk  
Borough Councillor Imran Khan

**C 2399 Election of the Town Mayor and Chairman of the Council (Cllr Marshall in the Chair)**

Cllr Jack Chapman proposed and Cllr Veronica Snowball seconded that Cllr Simon Marshall be nominated as Town Mayor and Chairman of the Council. There were no further nominations for the post.

***RESOLVED: that Cllr Simon Marshall be elected Town Mayor and Chairman of Horley Town Council for the Municipal Year 2009/2010.***

**C 2400 Chairman's Declaration of Acceptance of Office (Cllr Marshall in the Chair)**

***RESOLVED: that the Chairman's Declaration of Acceptance of Office be received.***

**C 2401 Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllrs S Rogers and S Thomas be accepted. (For reasons as specified in the attendance register.)***

**C 2402 Receipt of Members' Notification of Change to Registered Financial and Other Interests (Form LGA 3)**

***RESOLVED: that receipt of the forms be noted. (The Register of Interests to be updated accordingly.)***

**C 2403 Election of the Vice-Chairman of the Council**

Cllr Paul Avis proposed and Cllr Mo Goldsmith seconded that Cllr Richard Bethell be nominated as Vice-Chairman of the Council. There were no further nominations for the post.

***RESOLVED: that Cllr Richard Bethell be elected Vice-Chairman of Horley Town Council for the Municipal Year 2009/2010.***

**C 2404 Declarations of Interest**

There were no Declarations of Interest, specific to the meeting.

**C 2404) *RESOLVED: noted.***

**C 2405 Public Forum**

Borough Councillor Imran Khan congratulated Cllrs Simon Marshall and Richard Bethell on their appointments.

***RESOLVED: noted.***

**C 2406 Inspection of Deeds and Trust Instruments**

***RESOLVED: that the inspection of deeds and trust instruments be noted.***

**C 2407 Appointments to the Leisure & Amenities Committee:**

***RESOLVED: that the appointments, as appended to these minutes, be approved:***

**C 2408 Appointments to the Planning & Development Committee**

***RESOLVED: that the appointments, as appended to these minutes, be approved:***

**C 2409 Appointments to the Finance & General Purposes Committee**

***RESOLVED: that the appointments, as appended to these minutes, be approved:***

**C 2410 Review of Town Council and Committee Sub-Committees**

***RESOLVED: that the list of Sub-Committees, as appended to these minutes, be approved.***

**C 2411 Appointments to Sub-Committees**

***RESOLVED: that the appointments be approved. (Details are on the list appended to these minutes.)***

**C2412 Review of Committees' Outside Bodies**

***RESOLVED: that the list of Outside Bodies and appointments be approved. (The list is appended to these minutes.)***

**C 2413 Ordinary Meeting of the Council, 7 April 2009**

The minutes of the Ordinary Meeting of the Council were presented for confirmation by members and signature by the Chairman of the Council.

***RESOLVED: that the minutes of the Ordinary Meeting of the Council held on 7 April 2009, including all confidential items, be approved.***

**C 2414 Staff Sub-Committee, 15 April 2009**

The minutes of the meeting of the Staff Sub-Committee were presented for confirmation by members and signature by the Chairman of the Council.

**C 2414) RESOLVED: that the minutes of the meeting of the Staff Sub-Committee held on 15 April 2009 be approved.**

**C 2415 Leisure & Amenities Committee, 3 March 2009**

**RESOLVED: that the minutes of the meeting of the Leisure & Amenities Committee held on 3 March 2009, including all confidential items, be received.**

**C 2416 Finance & General Purposes Committee, 24 March 2009**

**RESOLVED: that the minutes of the meeting of the Finance & General Purposes Committee held on 24 March 2009, including all confidential items, be received.**

**C 2417 Planning & Development Committee, 17 March 2009**

**RESOLVED: that the minutes of the meeting of the Planning & Development Committee held on 17 March 2009 be received.**

**C 2418 Chairman's Report**

The Chairman reported that he had attended the following:

40<sup>th</sup> Anniversary of Citizens Commission on Human Rights  
All Day Charity Breakfast at Corner House guesthouse  
Charity Evening for Mayor of Crawley  
Annual Town Meeting  
Presentation of quiz trophies at the Horley & District Constitutional Club  
Multi Cultural exhibition at Oakwood School  
Photo call for presentation of cheque to Brambles Respite Care Centre  
Mayor of Crawley's social evening at St Catherine's Hospice  
Photo call for presentation of cheque to St Catherine's Hospice

**RESOLVED: noted.**

**C 2419 Two Casual Vacancies**

The Clerk reported that, following the advertising of the two casual vacancies (arising from the resignations of Cllrs Janice Gall and Sonia Odds) there had been no petitions received for a By-election. A further advertisement had now been placed, inviting candidates for co-option, with all applications to be received in writing by 29 May 2009.

**RESOLVED: noted.**

**C 2420 Staff Salaries**

**RESOLVED: that the recommendation of the Staff Sub-Committee be approved that, following the NALC Employment Briefing dated 10 March 2009, a final salary award of 0.3% be awarded to the Clerk, Deputy Clerk and Assistant Clerk wef 1 April 2008.**

**C 2421 Liaison Meetings with Surrey Police**

The Clerk reported that a new Police Sergeant, Ollie Smith, had been appointed to this area. He added that the next liaison meeting was due to take place soon.

**RESOLVED: noted.**

**Partnership Agreement Between Reigate & Banstead Borough Council & Horley Town Council**

**C 2422** Members noted that the Partnership between the two Councils had been discussed at the recent meeting of the Borough Council's Executive. It had been suggested that the maintenance of Yattendon Recreation Ground and the cleaning of the town centre form a pilot to enable the two Councils to evaluate the potential for the devolution of other services from the Borough Council to the Town Council. It was additionally planned that the Town Council take over the operation of the Horley Saturday Market by mid July.

**RESOLVED: noted.**

**C 2423** It was noted that the Statement of Joint Working with Horley Town Council had been approved by the Borough Council's Executive. The Clerk explained that this was a framework document for discussion with this Council for the possible transfer of services from the Borough Council. He added that he would be having a number of meetings with the Borough Council's Head of Neighbourhood Services to discuss the implications of the proposed transfers in more detail.

**RESOLVED: noted.**

**C 2424** Cllr Jack Chapman proposed and Cllr Paul Avis seconded that the Statement of Joint Working be approved.

**RESOLVED:**

- i) that the Statement of Joint Working between Reigate & Banstead Borough Council and Horley Town Council be approved. (A copy is appended to these minutes.)**
- ii) that the Clerk inform the Borough Council's Head of Corporate Development accordingly.**

**C 2425 Horley Edmonds Community Fund**

The Clerk told members that no new formal applications had been made to the Fund.

**RESOLVED: noted.**

**C 2426 Town Council Accounts for the Year Ending 31 March 2009**

**RESOLVED; that, following the recommendations of the Finance & General Purposes Committee (subject to the minor amendment recorded under minute F 2364) the following be approved:**

- i) Unaudited Balance Sheet as at 31 March 2009.**
- ii) Income and Expenditure Account for 1 April 2008 to 31 March 2009.**

- C 2426) *iii) Reserve Analysis as at 31 March 2009.***  
***iv) Statement of Adjustments for the Year Ending 31 March 2009.***  
***(Copies of all documents are appended to these minutes.)***

**C 2427 Annual Return**

The Clerk advised members that, in accordance with the Accounts and Audit (Amendment) (England) Regulations 2006, the deadline for approving the Annual Return was now 30 June 2009. He added that it would be necessary to call an Extraordinary Full Council meeting in June for its approval. (Subsequently arranged to take place on 16 June.) He also explained that the Annual Return and supporting documentation (intermediate questionnaire etc) had to be submitted to the external auditor, BDO Stoy Hayward, by 31 July 2009.

***RESOLVED: noted.***

**C 2428 Horley Anderson Centre – Lease to Nuffield Health  
(Formerly Canons Health and Fitness Ltd)**

The Clerk told members that the final form of the Lease had been agreed. He added that it had been forwarded to the Town Council's Solicitor who would be drafting the Licence to grant the Lease to Nuffield Health. He explained that all the charges incurred by the Solicitor would be met Reigate & Banstead Borough Council.

***RESOLVED: noted.***

**C 2429 The Reigate & Banstead Partnership**

It was noted that Cllr Bethell had attended a meeting of the Partnership on 29 April.

***RESOLVED: noted.***

**C 2430 Press Release – Election of Town Mayor**

***RESOLVED: that the press release, as appended to these minutes, be noted.***

Prior to the close of the meeting, Cllr Miller was congratulated on his re-appointment as Portfolio Holder for Planning, Transport and Housing on the Borough Council's Executive.

***RESOLVED: noted.***

**The meeting closed at 8.23 pm**

**Dates of Next Meetings: 16 June 2009 (Extraordinary Meeting)  
7 July (Full Council meeting)**