

HORLEY TOWN COUNCIL
ORDINARY MEETING OF THE COUNCIL

Minutes of an Ordinary Meeting of the Council held at the Albert Rooms, Albert Road, Horley on Tuesday 7 April 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, V Snowball, F Stimpson and S Thomas

Also present: A Jones Town Clerk
Mrs C Fenton Deputy Town Clerk

C 2373 Apologies and Reasons for Absence

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

C 2374 Declarations of Interest

There were no Declarations of Interest, specific to the meeting

RESOLVED: noted.

C 2375 Public Forum

The Chairman welcomed representatives of the Horley Detachment of the Surrey Army Cadet Force to the meeting. Members congratulated them on their recent successes, raising funds for the Royal British Legion Poppy Appeal (Sgt Joe Hughes received an award) and other charities.

RESOLVED: noted.

C 2376 Ordinary Meeting of the Council, 17 February 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 17 February 2009, including all confidential items, be approved.

C 2377 Leisure & Amenities Committee, 13 January 2009

RESOLVED: that the minutes of the meeting of the Leisure & Amenities Committee held on 13 January 2009, including all confidential items, be received.

C 2378 Finance & General Purposes Committee, 20 January 2009

RESOLVED: that the minutes of the meeting of the Finance & General Purposes Committee held on 20 January 2009, including all confidential items, be received.

C 2379 Planning & Development Committee, 6 January 2009

RESOLVED: that the minutes of the meeting of the Planning & Development Committee held on 6 January 2009 be received.

C 2380 Correspondence with Subway Fast Food Store

The Clerk told members that there had still been no response to his letter of 5 February, complaining about anti social behaviour in and around the recently opened Horley shop. Cllr George suggested that it might be advantageous to write to the USA headquarters. Members noted that the shop now had reduced opening hours.

RESOLVED: noted.

C 2381 Resignations of Two Town Councillors

The Clerk announced the receipt of two letters of resignation, both with effect from 31 March 2009. The Clerk explained that Janice Gall had resigned due to relocation to Northampton and Sonia Odds had resigned for health reasons.

RESOLVED:

- i) that the resignations be accepted and the former members be informed accordingly.**
- ii) that the Returning Officer at Reigate & Banstead Borough Council be informed accordingly.**
- iii) that the vacancies be advertised in accordance with Local Election Rules. (Copies of the notices are appended to these minutes.)**

C 2382 Chairman's Report

The Chairman reported that he had attended the following:

Surrey Cadet Poppy Competition Presentation Night
Help for Heroes Concert at the Harlequin, Redhill
St Patrick's Day Parade in Crawley
Opening of new Ladybird Nursery Club at Langshott School
AGM of Reigate & Redhill Live at Home Scheme (attended by Cllr Bethell)
Mayor's Charitable Curry Evening at Regent Hall (raising funds for St Catherine's Hospice and Brambles Respite Care Centre)

RESOLVED: noted.

C 2383 Liaison Meetings with Surrey Police

The Clerk reported that the recent meeting had been very productive.

RESOLVED: noted.

C 2384 Surrey County Association of Parish & Town Councils (SCAPTC) – Membership Fees 2009/2010

RESOLVED:

- 1) that receipt be noted of the letter from the SCAPTC Chief**

- C 2384) *Executive, a copy of which is appended to these minutes.*
ii) *that the matter be further considered at the next meeting of the Finance & General Purposes Committee on 28 April 2008.*

C 2385 Draft Partnership Agreement Between Reigate & Banstead Borough Council & Horley Town Council (RBBC and HTC Liaison Committee)

The Clerk reported that a meeting of the Liaison Committee had taken place on 31 March. He explained that the Partnership Agreement was due to be considered by the Borough Council's Executive on 23 April. He added that it was possible that the Town Council could take over the operation of Yattenden Recreation Ground and Town Centre cleaning from April 2010 and the Horley Market at a date to be agreed.

RESOLVED: noted.

C 2386 Town Meeting, 24 April 2009

RESOLVED: that the agenda for the meeting be approved. (A copy of the notice is appended to these minutes.)

C 2387 Standing Orders of Horley Town Council and Associated Documents

RESOLVED: that the following be approved (copies are appended to the signed copy of these minutes and were distributed to members under separate cover):

- i) Standing Orders**
- ii) Supplementary Information**
- iii) Financial Regulations**
- iv) Complaints Procedures**

Horley Town Council's Health & Safety Policy 2009

- C 2388 RESOLVED: that, under Accident Investigation & Reporting, the following be added:**
"Accidents occurring at Recreation Grounds owned or managed by the Town Council"

- C 2389 RESOLVED: that, subject to the amendment recorded under minute C 2388, the Health & Safety Policy be approved. (A copy is appended to the signed copy of the minutes and was distributed to members under separate cover.)**

- C 2390 RESOLVED: that thanks be recorded to Cllrs David Powell and Peter Chapman for their assistance with the preparation of the Policy.**

C 2391 Albert Rooms – Hire Charges 2009/2010

RESOLVED: that the hire charges, as appended to these minutes, be approved.

C 2392 Horley Edmonds Community Fund

It was noted that Wendy Varcoe, Executive Director of the Surrey Community Foundation, would be attending the Town Meeting to give a brief report to

C 2382) those present.

RESOLVED: noted.

C 2393 Annual Audit for Year Ending 31 March 2009

It was noted that information about the audit had been received from the external auditor, BDO Stoy Hayward. The Clerk explained that the notice of appointment of date for the exercise of electors' rights had to be displayed from 15 – 28 June 2009 and records had to be made available from 29 June until 24 July. Section One of the Annual Return had to be approved by 30 June and the Annual Return and supporting documentation had to be submitted to BDO Stoy Hayward by 31 July.

RESOLVED; noted.

C 2394 Theft of Bicycle

The Clerk told members that, as a result of Albert Rooms CCTV footage, two youths had been apprehended, regarding the recent theft of a bicycle from the cycle rack outside the building.

RESOLVED: noted.

C 2395 Letters Received

RESOLVED: that receipt be noted of the following:

- i) Annual Report from St Wilfrid's Church**
- ii) Letters of thanks from some of the attendees at the recent Mayor's Curry Evening.**

C 2396 Press Release

RESOLVED: that a press release be issued about the Town Meeting and Town Council participation in the St George's Day Event.

C 2397 RESOLVED: that, "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."

C 2398 Summer Planting of the Memorial Gardens

CONFIDENTIAL

Members considered quotations received and approved the appointment of Horley Garden Design & Landscaping to carry out the work.

Prior to the close of the meeting, the Chairman thanked members and staff for their assistance throughout this Municipal Year.

The meeting closed at 8.30 pm

Date of Next Meeting: 12 May 2009 (Annual Meeting)