

**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 September 2010 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, G Knight, V Marshall,  
M Miller, R Olliver, D Powell and F Stimpson.

**Also present:** A Jones                      Town Clerk  
C Fenton                              Deputy Town Clerk  
A Allnutt                              Local Resident

**C 2672 Apologies and Reasons for Absence**

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

**Declarations of Interest**

**C 2673** Cllr Goldsmith declared a personal and prejudicial interest in the Town Council Grant Scheme item and left the room while the matter was being discussed.

***RESOLVED: noted.***

**C 2674** Cllr Olliver declared a personal and prejudicial interest in the Town Awards item and left the room while the matter was being discussed.

***RESOLVED: noted.***

**C 2675** Cllr Graham Knight declared a personal interest in the Town Council Grant Scheme item.

***RESOLVED: noted.***

**C 2676 Public Forum**

A local resident, Adam Allnutt, told members of his aspirations to become one of the youngest Members of Parliament in this country. He added that he also hoped to stand in next year's local elections as a candidate for the Labour Party. Members wished Mr Allnutt every success with his ambitions.

***RESOLVED: noted.***

**C 2677 Ordinary Meeting of the Council, 29 June 2010**

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 29 June 2010, including all confidential items, be approved.***

**C 2678 Staff Sub-Committee, 20 July 2010**

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

**RESOLVED: that the minutes of the meeting of the Staff Sub-Committee held on 20 July 2010, including all confidential items, be approved.**

**Leisure & Amenities Committee, 25 May 2010**

**C 2679 RESOLVED: that the signed copy of minute L 2426 be amended as follows: ".....that the Horley Learning Partnership might get absorbed into the larger East Surrey Group....."**

**C 2680 RESOLVED: that the minutes of the meeting of the Leisure & Amenities Committee held on 25 May 2010, including all confidential items, subject to item C 2679 above, be received.**

**C 2681 Planning & Development Committee, 15 June 2010**

**RESOLVED: that the minutes of the meeting of the Planning & Development Committee held on 15 June 2010 be received.**

**C 2682 Planning & Development Committee, 6 July 2010**

**RESOLVED: that the minutes of the meeting of the Planning & Development Committee held on 6 July 2010 be received.**

**C 2683 Finance & General Purposes Committee, 8 June 2010**

**RESOLVED: that the minutes of the meeting of the Finance & General Purposes Committee held on 8 June 2010, including all confidential items, be received.**

**C 2684 Matter Arising, Ordinary Meeting of the Council, 29 June 2010**

Cllr George noted that the member of the public at the Ordinary Meeting of the Council on 29 June had also raised concerns about out of control, unrestrained dogs at Court Lodge Fields.

**RESOLVED: noted.**

**Annual Audit for Year Ending 31 March 2010**

**C 2685** The Clerk reported receipt of correspondence from the external auditor, BDO LLP, requesting further information and an amendment to box 10 of Section 1 of the Annual Return. (A copy of the correspondence and the Clerk's response is appended to these minutes.)

**RESOLVED: noted.**

**C2686 RESOLVED: that box 10 of Section 1 of the Annual Return be amended to record total borrowings as at 31 March 2010 as £293,286. (A copy of the amended Section 1 is appended to these minutes.)**

**C 2687 Chairman's Report**

The Chairman reported that he had attended the following:

Saint Hill Garden Party  
Volunteers' Tea Party at Brambles Respite Care Centre  
Farewell Lunch for Kidzone After School Club  
Surrey Army Cadet Force Cycle Challenge  
Saint Hill Arts Festival  
Crawley Irish Festival

**RESOLVED: noted.**

**C 2688 Councillors' Audit for June and July 2010**

**RESOLVED: that the Councillors' Audit Certificate, as appended to these minutes, be approved.**

**Financial Reports for June and July**

**C 2689** The Clerk responded to comments made by Cllr George. He explained that cost code 35 (communications) was to be merged with cost code 38 (information technology) to counteract any overspends. He also added that the overspend on cost code 90 (office and hall) would be covered by the earmarked fund for the Albert Rooms.

**RESOLVED: noted.**

**C 2690** The Clerk agreed to provide explanatory notes to cover significant overspends on future financial reports.

**RESOLVED: noted.**

**C 2691 Financial Report for June**

**RESOLVED: that the following reports be approved:**

- i) Bank Reconciliations**
- ii) Summary of Receipts and Payments Compared with Estimates**
- iii) Receipts List totalling £3,595.38 plus VAT.**
- iv) Payments List totalling £20,125.66 plus VAT.  
(copies are appended to these minutes)**

**C 2692 Financial Report for July**

**RESOLVED: that the following reports be approved:**

- i) Bank Reconciliations**
- ii) Summary of Receipts and Payments Compared with Estimates**
- iii) Receipts List totalling £7,537.83 plus VAT.**
- iv) Payments List totalling £63,325.94 plus VAT.  
(copies are appended to these minutes)**

### **Albert Rooms Building Works**

**C 2693** ***RESOLVED: that the final payment of £15,056.45 plus VAT to Farnrise Construction Ltd be approved.***

**C 2694** ***RESOLVED: that the final payment of £819.79 plus VAT to Brewer Jewel Architects be approved.***

### **Devolved Powers**

**C 2695** The Clerk reported that the recent Liaison meeting with Reigate & Banstead Borough Council members and officers had been very positive. He added that the Borough Council was very appreciative of the Town Council's efforts and, in particular, praise had been given to Cllr David Powell for his work on the Town Council's planned Environment Week.

***RESOLVED: noted.***

**C 2696** The Clerk told members that he would shortly be meeting with Mr Nic Martlew, the Borough Council's Head of Neighbourhood Services, to discuss any outstanding issues regarding the handover of responsibility for the grounds maintenance of the agreed sites from the Borough Council to this Council.

***RESOLVED: noted.***

### **C 2697 Parish and Town Elections 2011**

The Clerk explained that there was concern that Parish and Town Elections may not be able to take place on the same day as Borough Council elections and the possible referendum on electoral reform. The Clerk added that, should the Town Council election take place on a different day, there would be considerable extra costs to be met by this Council and the likelihood of a significantly reduced turnout. Members noted that the latest update from the Borough Council's Head of Corporate Development suggested that all three events might take place on the same day, however there was no certainty at present. Members suggested that the matter be raised with Sam Gyimah MP.

***RESOLVED: noted.***

### **C 2698 Liaison Meetings with Surrey Police**

It was noted that the last Liaison Meeting had taken place in August, when PC Ian Yeo had been in attendance.

***RESOLVED: noted.***

### **C 2699 Proposed Changes to Locations of Reigate & Banstead Borough Safer Neighbourhood Teams**

***RESOLVED: that the Town Council's response to the Consultation, as appended to these minutes, be approved.***

## **C 2700 Horley Market**

The Clerk reported that he met with an organiser of several London markets, who would be putting forward an analysis of how the Horley Market might grow. He added that he had also met with a Farmers Market operator, who had subsequently brought four stall holders to the market.

Cllr Powell explained that over 1,000 fliers had recently been distributed by members, leading to the best attendance at the market for several years. He stressed that there was still a desperate need for a fruit and vegetable stall. Cllr Miller commented that it would be possible to buy the produce directly from Covent Garden Market, although cold storage would be required.

It was agreed to distribute more fliers this week and volunteers were sought for the task.

**RESOLVED: noted.**

## **Horley Environment Week, 20 - 25 September**

**C 2701** Cllr Powell updated members on the approaching event. He explained that Tescos, Waitrose and Collingwood Batchellor would all be supporting the week in various ways. Leaflets containing pledge forms had been delivered to all local households (by bicycle!) as well as to local schools and churches. Residents were being asked to tick at least five pledges and either return the forms to the Town Council Offices or submit their pledges via the Town Council web site. The leaflets would also be distributed to shoppers during Environment Week. (A copy of the pledge form is appended to these minutes.)

**RESOLVED: noted.**

**C 2702** Cllr Powell went on to explain that four local schools would be taking part in an Eco Art competition, creating posters with an ecological message. Prizes would be presented at three of the schools during Environment Week and an inter schools competition would be held, once the fourth school had participated.

**RESOLVED: noted.**

**C 2703** Cllr Powell added that a "Friends of Horley" Group had also been formed. The Group had recently met for the first time and would be involved in leaflet distribution in September and bulb planting in October, assisted by local Scouts.

**RESOLVED: noted.**

**C 2704** Cllr Powell explained that, to date, £800 sponsorship money had been raised. Britaniacrest Recycling had pledged £500 and had also, free of charge, donated sixty "Go Horley go green" tee shirts. There had also been donations from County Cllrs Dorothy Ross-Tomlin and Kay Hammond.

**RESOLVED: noted.**

**C 2705** The Clerk confirmed that the local press would be kept fully informed of all the activity. Cllr Miller recorded his thanks to Cllr Powell for all his efforts and to Cllr Knight for having the original idea.

**RESOLVED: noted.**

**C 2706 Letters Received**

The Clerk reported receipt of a press release from the Borough Council, explaining that fourteen young unemployed people from the Borough were to be given six month work placements, helping to keep parks, open spaces and town centres clean and tidy. The Clerk went on to explain that one of the recruits would be working in Horley for three afternoons each week.

**RESOLVED: noted.**

**C 2707 Diary Dates**

Members noted forthcoming events.

**RESOLVED: noted.**

**C 2708 Town Council Grant Scheme**

**RESOLVED: That the following grants be approved:**

- i) Marcia Stretch (for Parson's Tomb, Old Churchyard): £175**
- ii) Horley PCC Youth Project (Degree Course Funding): £500**
- iii) Reigate & Banstead Live at Home Scheme  
(Horley Day Centre): £300**
- iv) Victim Support (Horley Volunteers) £500**

**C 2709 Horley Edmonds Community Fund – Applications for Funding**

**RESOLVED: that the following be referred for approval:**

- i) Furnistore (Van Running Costs): £500**
- ii) East Surrey Domestic Abuse Services  
(Lessons at Oakwood School): £500**

**C 2710 Town Awards**

**RESOLVED:**

- i) that the nominations of Kathleen Tremble (decd) and Dr Jim Williamson be approved.**
  - ii) that the awards be presented at the Horley in Bloom Awards Evening on 24 September 2010.**
- (A copy of the press release is appended to these minutes.)**

The meeting closed at 9.24 pm

Date of Next Meeting: 26 October 2010