

**HORLEY TOWN COUNCIL**  
**ORDINARY MEETING OF THE COUNCIL**

Minutes of an Ordinary Meeting of Horley Town Council held at the Albert Rooms, Albert Road, Horley on Tuesday 25 October 2011 at 7.30 pm.

**Present:** Councillor R Olliver – Deputy Chairman & Deputy Town Mayor  
Councillors C Austin, J Baird, R Bethell, J Chapman,  
M Goldsmith, K Hagerty, Samantha Marshall, M Miller,  
D Powell, M Robinson, T Schofield, R Sherwin, J Spratt and  
F Stimpson

**Also present:** C Fenton Deputy Town Clerk

**C 2936 Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllrs M George, Simon Marshall, V Marshall and the Town Clerk be accepted. (For reasons as specified in the attendance register.)***

**C 2937 Declarations of Interest**

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

***RESOLVED: noted.***

**C 2938 Public Forum**

No members of the public were present.

***RESOLVED: noted.***

**C 2939 Ordinary Meeting of the Council, 6 September 2011**

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 6 September 2011, including all confidential items, be approved.***

**C 2940 Staff Sub-Committee, 15 July 2011**

***RESOLVED: that the minutes of the above meeting of the Staff Sub-Committee, including all confidential items, be approved.***

**C 2941 Staff Sub Committee held on 16 September 2011**

***RESOLVED: that the minutes of the above meeting of the Staff Sub-Committee, including all confidential items, be approved.***

**C 2942 Leisure & Amenities Committee, 12 July 2011**

***RESOLVED: that the minutes of the above meeting of the Leisure & Amenities Committee, including all confidential items, be received.***

**C 2943 Finance & General Purposes Committee, 26 July 2011**

***RESOLVED: that the minutes of the above meeting of the Finance & General Purposes Committee, including all confidential items, be received.***

**C 2944 Planning & Development Committee, 30 August 2011**

***RESOLVED: that the minutes of the above meeting of the Planning & Development Committee be received.***

**Annual Audit for Year Ending 31 March 2011**

**C 2945 *RESOLVED: that the External Auditor's Certificate and Opinion (Section three of the Annual Return) be received. (Unqualified audit.)***

**C 2946 *RESOLVED: that the Annual Return be approved. (A copy is appended to these minutes.)***

**C 2947** The Deputy Clerk explained that items raised by External Auditor, BDO LLP in the Issues Arising Report were less than clear and added that further clarification was being sought.

***RESOLVED: that items raised in the Issues Arising Report be considered at a future meeting, once clarification has been received from BDO LLP.***

**C 2948 Chairman's Report**

The Chairman reported that he had attended the following:

South & South East in Bloom Presentations at Fontwell Park Racecourse.  
Brambles Charity Quiz Night  
Chamber of Commerce Autumn Fayre  
Surrey Royal British Legion 90<sup>th</sup> Birthday Lunch  
Environment Week – photo calls etc  
Draw for Grand Raffle at Brambles  
Horley in Bloom Awards Evening  
Service for the Judiciary, Guildford (attended by Cllr Olliver)  
Reigate & Banstead Mayor's Civic Service (attended by Cllr Olliver)  
Horley Round Table 50<sup>th</sup> Anniversary Dinner (attended by Cllr Olliver)

***RESOLVED: noted.***

**C 2949 Power of Well Being (PWB)**

***RESOLVED: that "Horley Town Council, having met the necessary criteria, adopt the Power of Well Being".***

**C 2950 Councillors' Surgeries**

Members considered how Councillors' surgeries might operate. The Deputy Clerk told members that the Manager of Waitrose had given permission for surgeries to be held in the foyer of Waitrose. Cllr Powell explained that the Strategy & Forward Planning Advisory Group had prepared a discussion paper on the subject, which was circulated to those members present. After

**C 2950)** discussion the following was resolved

**RESOLVED:**

- i) that the discussion paper be circulated to all members.**
- ii) that the matter be referred for consideration at the next meeting of the Finance & General Purposes Committee.**

**C 2951 Liaison Meetings with Surrey Police**

It was noted that the last Liaison Meeting had taken place in the previous week, when a number of Police staff changes were noted but no serious issues of concern raised.

**RESOLVED: noted.**

**C 2952 Environment Campaign 2011**

Cllr Powell gave an update on this year's Campaign. (A copy of his report is appended to these minutes.) He explained that a Prize Giving Event for the winners of the schools' Eco Art Competition was due to be held at the Harlequin Theatre, Redhill on Saturday 12 November and all members were welcome to attend. He added that a calendar had been produced of the winning entries, copies of which would be given to each school to raise funds. Thanks were recorded to Cllrs Powell and Bethell for driving this year's Campaign so effectively.

**RESOLVED: noted.**

**Strategy and Forward Planning Advisory Group**

**C 2953** Members were updated on recent meetings of the Group. (Notes of a recent meeting are appended to these minutes.)

**RESOLVED: noted.**

**C 2954** Cllr Powell reported concerns about the insufficient number of salt bins in Horley town centre and suggested that the Town Council consider purchasing more. He added that, if a hand salting machine could be made available, then Bob Freestone, the Town Centre Caretaker, could salt the pavements in icy and snowy weather.

**RESOLVED: that the matter be referred for consideration at the next meeting of the Finance & General Purposes Committee.**

**Remembrance Services 2011**

**C 2955** **RESOLVED: that receipt be noted of information from The Royal British Legion (Horley Branch).**

**C 2956** **RESOLVED: that this Council, using the Power of Well Being, make a donation of £250 to the Royal British Legion Poppy Appeal.**

C 2957 Smith's Charity – Horley

*RESOLVED: that the re-appointment of Mr David Hall as a Trustee be noted.*

C 2958 Grant Application – Community Foundation for Surrey

*RESOLVED: that the application be approved and a grant award of £1,000 be made.*

C 2959 Letters Received

*RESOLVED: that receipt be noted of a letter of thanks from an attendee at the recent Horley in Bloom Awards Evening.*

C 2960 Diary Dates

*RESOLVED: that forthcoming events be noted.*

C 2961 Confidential Business

*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 2962 Staffing Review

**CONFIDENTIAL**

Following the commissioning of an Internal Staff Review, members considered the interim progress report, which had been produced.

**Meeting closed at 8.55 pm.**

**Date of Next Meeting: 13 December 2011 (PRECEPT)**