

HORLEY TOWN COUNCIL
ORDINARY MEETING OF THE COUNCIL

Minutes of an Ordinary Meeting of the Council held at the Old Town Council Offices, Albert Road, Horley on Tuesday 6 November 2007.

Present: Councillor S Marshall, Town Mayor & Chairman of the Council
Councillors P Avis, R Bethell, Mrs D Brooke-Harte,
J Chapman, P Chapman, Ms J Gall, Ms M Goldsmith,
Mrs V Marshall, M Miller, Ms S Odds, R Olliver,
Ms V Snowball, Miss F Stimpson and S Thomas.

Also present: Mr A Jones Clerk to the Council
Mrs C Fenton Deputy Clerk to the Council

C 2070 Apologies and Reasons for Absence

RESOLVED: *that the apologies of Cllrs M George, D Powell and Miss S Rogers be accepted (for reasons as specified in the Attendance Register).*

C 2071 Declarations of Interest

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

RESOLVED: *noted.*

Public Forum

C 2072 Two members of the public spoke about the Cyril Edmonds bequest. They said that they had heard about the proposal that the Town Council invest the sum of money and use the interest generated for the benefit of underprivileged and needy residents of Horley. They explained that they believed that Cyril Edmonds would have preferred the money to have been used for current projects and they were concerned that the bequest would ultimately become part of the Town Council's General Fund.

Cllr Miller replied that the Town Council was considering proposals for the present time and that these could change in the future. He confirmed that the bequest would be ring fenced in a high yielding account. He added that several suggestions had been received from members of the public regarding the use of the money, however these had been for either Surrey County Council owned buildings or for Borough wide projects, none of which were appropriate uses of the bequest.

The Chairman thanked the residents for their attendance and added that their views would be taken into account when the matter was considered later.

RESOLVED: *noted.*

C 2073 A local resident expressed concern about the bund which had recently been erected at Emlyn Meadows to deter travellers and voiced his concern that this had infringed residents' parking rights. The Chairman replied that the Town Council's Solicitor had carried out lengthy research, which had confirmed that the bund had marginally encroached on grassed parking spaces belonging to

- C 2073)** three local residents and they had been informed accordingly. The Chairman added that the resident attending the meeting had been notified that he did not have any parking rights on the Meadow.

The resident replied that he was also concerned that grounds maintenance vehicles were damaging drains near his house and the Clerk agreed to investigate.

RESOLVED: noted.

C 2074 Ordinary Meeting of the Council, 18 September 2007

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 18 September 2007, including all confidential items, be approved.

C 2075 Leisure & Amenities Committee, 31 July 2007

RESOLVED: that the minutes of the meeting of the Leisure & Amenities Committee held on 31 July 2007, including all confidential items, be received.

C 2076 Finance & General Purposes Committee, 28 August 2007

RESOLVED: that the minutes of the meeting of the Finance & General Purposes Committee held on 28 August 2007, including all confidential items, be received.

C 2077 Planning & Development Committee, 4 September 2007

RESOLVED: that the minutes of the meeting of the Planning & Development Committee held on 4 September 2007 be received.

C 2078 Planning & Development Committee, 25 September 2007

RESOLVED: that the minutes of the meeting of the Planning & Development Committee held on 25 September 2007 be received.

C 2079 Chairman's Report

The Chairman reported that he had attended the following:

Surrey Local Government Lunch
Service for World Alzheimer's Day
Borough Civic Reception
Horley in Bloom Presentation
Visit to Art Matters
Environmental Art Exhibition at Emlyn Meadows
Horley Baptist Church "Cargo" Musical
Royal British Legion Surrey Poppy Launch
Saint Hill Manor Gala Concert
Bonfire & Fireworks Display

C 2079) *RESOLVED: noted.*

C 2080 Horley Youth Council

The Clerk confirmed that he had written a letter of thanks to the outgoing Youth Council Chairman and had invited the newly elected Chairman to attend meetings of the Town Council's Leisure & Amenities Committee.

RESOLVED: noted.

C 2081 Liaison Meetings with Surrey Police

The Clerk reported on the recent meeting which had taken place between representatives of Horley Town Council and Surrey Police. He explained that terms of reference had been agreed, as well as agenda for future meetings.

RESOLVED: noted.

C 2082 National Association of Local Councils (NALC)

The Clerk reported receipt of details of the National Salary Award for Clerks, applicable from 1 April 2007. He added that he would call a meeting of the Staff Sub-Committee at the earliest opportunity.

RESOLVED: noted.

C 2083 Surrey County Association of Parish & Town Councils (SCAPTC)

It was noted that the next General Meeting of the Association would be held on 17 November 2007.

RESOLVED: noted.

Annual Audit for the Year Ending 31 March 2007

C 2084 *RESOLVED: that the External Auditor's Certificate and Opinion (Section three of the Annual Return) be approved. (Unqualified audit.)*

C 2085 *RESOLVED: that the Annual Return be approved. (A copy is appended to these minutes.)*

C 2086 *RESOLVED: that the Clerk's response to issues raised by the External Auditor be considered at the next meeting of the Finance & General Purposes Committee.*

C 2087 Christmas Opening Hours 2007

RESOLVED: that the Town Council Offices close on the evening of 21 December 2007 and re-open on the morning of 2 January 2008.

C 2088 Corporate Plan 2007 – 2011

The Clerk told members that the Corporate Plan had now been considered by all the Committees and the updated Plan would be considered by Full Council early next year.

C 2088) RESOLVED: noted.

C 2089 Planning & Development Committee – Additional Responsibilities

RESOLVED: that Devolved Powers (from the Borough or County Council) become a standing item on the agenda of the Planning & Development Committee. (Standing Order no 26 to be amended accordingly.)

C 2090 Review of Polling Places and Polling Districts

The Clerk reported receipt of further correspondence from the Electoral Services Officer, in which he said that the use of Regent Hall as a polling venue was being recommended as preferable to the Albert Rooms and the suggestion that the Archway Theatre be used as a polling venue was being investigated.

RESOLVED: noted.

C 2091 Remembrance Services

The Clerk told members that the Memorial Gardens were due to be rededicated on 7 November and the Remembrance Day Parade and Service would be taking place on the following Sunday. It was noted that the Contractor ASBIT would be laying the plastic matting for the Sunday service. The Clerk added that a letter of thanks had been received from the Royal British Legion for the Town Council's recent donation of £250.

RESOLVED: noted.

C 2092 Estate of Cyril Edmonds

Members considered the recommendation from the Sub-Committee that the bequest be placed in a high interest account and the interest derived be used for the benefit of needy and elderly residents of Horley. Cllr Miller added that this did not preclude the Town Council from taking a different view in the future and using some or all of the money for specific projects. Additionally, local organisations would be able to put in bids for projects, provided that the local community would benefit. It was suggested that, in the first instance, local organisations be invited to apply for funding to take needy residents to a local pantomime. It was also noted that the Bequest would become a standing item on the agenda for the Town Meeting.

After further discussion the following was resolved:

RESOLVED:

- i) that the capital sum be placed in a (ring fenced) high yielding account and the interest received be used for needy and elderly residents of Horley.**
- ii) that a Management Committee be set up to administer the fund and requests, membership to be the Chairman of the Council, Chairman of the Finance & General Purposes Committee and Cllr D Powell.**
- iii) that a press release be issued, a copy of which is appended to these minutes.**

Emlyn Meadows Bund

- C 2093** The Clerk told members that the Town Council's Solicitor had written to three local residents to confirm that the bund had slightly encroached upon their grassed parking spaces and that action would be taken to rectify this. The Clerk added that the Solicitor had spent a considerable amount of time investigating this issue because the original deeds were not clear, as the houses had not been built at the time that Croudace transferred the land to the Town Council. The Clerk also told members that the Solicitor had written to another resident, explaining that he had no parking rights on the Meadow.

RESOLVED: noted.

- C 2094** **RESOLVED: that payment of £452 plus VAT to RA Newman & Co for work carried out be approved.**

C 2095 Innes Pavilion Water Usage

The Clerk reported that the reading for 2006 for the amount of water supplied to the Innes Pavilion from the Horley Anderson Centre had been reconciled. The Borough Council's Head of Leisure Services had now confirmed that the total amount outstanding was £2479.96 plus VAT (two thirds of which would be re-charged to the Horley (Sports) Social Club).

RESOLVED:

- i) that payment of £2479.96 plus VAT to Reigate & Banstead Borough Council be approved.**
- ii) that future meter readings supplied by the Borough Council be accepted.**
- iii) that the Deed of Easement be signed and returned for sealing by the Borough Council.**

C 2096 Councillors' Hospitality, 15 December 2007

The Clerk explained that, following the Town Centre Carol Service on the morning of 15 December, Horley Town Council traditionally provided hospitality, the cost of which was met by Horley Town Councillors. The Clerk added that this year's event would be held in the Back Room of the Horley Royal British Legion and that help on the day to prepare the refreshments would be much appreciated.

RESOLVED: that Town Councillors be invited to make a contribution of £10 per head towards the Hospitality Event on 15 December 2007.

C 2097 Overview and Scrutiny Committee Annual Report 2006 – 2007

RESOLVED: that receipt be noted of the Borough Council's report.

C 2098 Letters Received

RESOLVED: that receipt be noted of the following:

- i) Letter of thanks from Mr Alan Tracey for Town Award.**
- ii) Letter from Smith's Charity regarding re-appointment of Trustee.**

C 2098) *iii) Letter from 1st Horley Scouts offering young trees as part of conservation projects.*

C 2099 Urgent Business for Consideration on Future Agenda

RESOLVED: that the following be placed on the agenda of the next meeting of the Leisure & Amenities Committee:

Review of recent Bonfire & Fireworks Display and future implications for the Town Council.

C 2100 Press Release

RESOLVED: that a press release be issued about the Cyril Edmonds Bequest and Annual Audit approval.

C 2101 *RESOLVED: that in view of the confidential nature of the business about to be transacted, the public and press be excluded from the remainder of the meeting under the provisions of the Public Bodies (Admission to Meetings) Act 1960.*

C 2102 Relocation of Town Council Offices

CONFIDENTIAL

Members were updated on the recent tender process and considered the way forward.

The meeting closed at 9.20 pm

Date of Next Meeting: 11 December 2007 (PRECEPT)