

**HORLEY TOWN COUNCIL**  
**Finance & General Purposes Committee**

Minutes of a meeting of the above-named Committee held at Regent Hall, Albert Road, Horley on Tuesday 14 October 2008 at 7.30 p.m.

**Present:** Cllr M Miller – Chairman  
Cllrs P Avis, R Bethell, J Chapman, P Chapman,  
Ms M Goldsmith, S Marshall, Mrs V Marshall, R Olliver and  
D Powell.

**In Attendance:** A Jones – Town Clerk  
Mrs C Fenton – Deputy Town Clerk

**F 2135 Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllrs, Mrs D Brooke-Harte, and Ms V Snowball be accepted, for reasons as specified in the Attendance Register. (Cllr Miss S Rogers was absent.)***

**F 2136 Declarations of Interest**

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

***RESOLVED: noted.***

**F 2137 Public Forum**

No members of the public were present.

***RESOLVED: noted.***

**F 2138 Approval of Minutes  
Finance & General Purposes Committee 20 August 2008**

The minutes of the above meeting of the Finance & General Purposes Committee were presented for confirmation by Committee members and signature by the Committee Chairman.

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

**F 2139 Application to the Crime and Disorder Reduction Partnership (CDRP)**

The Clerk told members that, following the recent failure of the application to the CDRP for enhancements to the CCTV cameras at the Horley Recreation Ground, he had written to the Community Safety Manager to clarify possible misunderstandings and had also met with the Manager of the CCTV Control Room at Reigate Police Station.

**F 2139) *RESOLVED: noted.***

**F 2140 Borough Standards Committee**

Cllr Bethell reported that he had attended a meeting of the Borough Standards Committee in September. He told members that four independent members were to be appointed to the Committee and that, to date, there had been six applications. He added that interviews were to be arranged.

***RESOLVED: noted***

**F 2141 Surrey County Association of Parish & Town Councils (SCAPTC)**

Cllr Olliver reported on a recent meeting of the SCAPTC Management Committee, where financial and political dissatisfaction with NALC had been expressed. He explained that approximately 25% of the subscription to SCAPTC was in turn paid to NALC and that the service provided by NALC was not thought to provide value for money.

Cllr Miller stressed that any decision to leave NALC should not be taken without considerable thought and suggested that advice be sought from the Member of Parliament.

Cllr Olliver explained that the matter would be discussed further at the next General Meeting of SCAPTC on 22 October.

***RESOLVED: noted.***

**F 2142 Local Government Services Pay negotiations**

The Clerk reported receipt of a letter from the National Joint Council for Local Government Services, giving an update on Local Government Services pay negotiations.

***RESOLVED: noted.***

**F 2143 Horley Edmonds Community Fund**

The Clerk told members that two applications for funding had been received by the Surrey Community Foundation and added that these would be reviewed by the Edmonds Management Committee (Cllrs S Marshall, M Miller and D Powell) and their subsequent recommendations considered at Full Council.

***RESOLVED: noted.***

**F 2144 Royal British Legion Remembrance Services**

Members were reminded that the Royal British Legion Parade and Services were due to take place on 5, 9 and 11 November and that all were invited to attend.

**F 2144) *RESOLVED: noted.***

**F 2145 Donation to Royal British Legion**

***RESOLVED: that this Council, using its powers under Section 137 of the Local Government Act 1872, make a donation of £250 to the Royal British Legion.***

**F 2146 Winter Planting of Memorial Gardens**

***RESOLVED: that Financial Regulations be waived (this contractor regularly carries out winter and summer planting) and the quotation from Amethyst Horticulture to remove summer bedding, prune roses and plant winter bedding in the Memorial Gardens for the sum of £1,550 plus VAT be accepted.***

**F 2147 New Town Council Offices**

The Clerk told members that Farnrise was continuing to work to resolve items on the “snagging list”. Members were reminded that the new offices were to be formally opened by Peter Ainsworth MP on 31 October.

**F 2148 Councillors’ Internal Audit for July and August**

***RESOLVED: that the Councillors’ Internal Audit Certificate be presented for approval at the Full Council meeting on 28 October 2008.***

**F 2149 Financial Reports for July and August**

***RESOLVED: that the Financial Reports be presented for approval at the Full Council meeting on 28 October 2008.***

**F 2150 Internal Auditor’s Report**

***RESOLVED: that the Internal Auditor’s Report and the Clerk’s Response be received. (A copy is appended to these minutes.)***

**F 2151 Precept 2009/10**

The Clerk explained that a Precept Briefing would be held prior to the Full Council meeting on 28 October and that each Committee would then consider its Precept requirements at subsequent meetings. It was noted that the Precept would be agreed at the Finance & General Purposes Committee meeting on 25 November, for recommendation to Full Council on 9 December.

***RESOLVED: noted.***

**F 2152 Innes Pavilion and Horley Sports (Social) Club**

The Clerk told members that a meeting had been arranged with Club representatives on 17 October, to take place at the Innes Pavilion. The Clerk

**F 2152)** reminded members that this was the first month of the Club's increased rental payments (from £2080 to £10,000 per annum).

**RESOLVED:** *noted.*

**F 2153 Michael Crescent Scout Hut**

The Clerk told members that 1<sup>st</sup> Horley Scouts were keen to vacate the premises in November. He added that there was still a list of remedial works to be completed, prior to the handover.

**RESOLVED:** *noted.*

#### **Christmas Lights**

**F 2154** Members were told that, at a recent meeting of the Town Centre Management Group, the Chamber of Commerce had agreed to purchase new Christmas Tree lights (the previous lights having been vandalised) which would be placed in the ownership of the Town Council. It was noted that the switching on of the lights was planned to take place at the end of November and would be combined with a Fun Day, organised by the Chamber of Commerce.

**RESOLVED:** *noted.*

**F 2155** Members were reminded that this was the last year of the current phase of funding from Reigate & Banstead Borough Council. Cllr Miller added that there was unlikely to be any further funding from the Borough Council in the future. The Clerk added that the current stock of lights would gradually reduce, due to wear and tear.

**RESOLVED:** *noted.*

**F 2156 Councillors' Hospitality**

**RESOLVED:** *that this take place in the Back Room of the Royal British Legion (Horley Branch) following the Town Centre Carol Service on 20 December. (All members to be invited to make a contribution of £10 to cover the cost of the refreshments provided.)*

**F 2157 Data Protection Act 1998**

Cllr Olliver advised that, at a recent Borough Council seminar, it had been advised that Borough Councillors be registered under the Data Protection Act, due to the nature of data held on their computers. It was noted that the cost per Councillor per year was £35.

**RESOLVED:** *that the Clerk seek advice from SCAPTC regarding any need, or otherwise, for Parish and Town Councillors to be registered under the Act.*

**F 2158** ***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.***

**F 2159** **Relocation of Town Council Offices – Financial Update**    **CONFIDENTIAL**

Members were updated on costs.

**The meeting closed at 8.55 pm.**

Date of Next Meeting – 25 November 2008 (PRECEPT)