

HORLEY TOWN COUNCIL
Finance & General Purposes Committee

Minutes of a meeting of the above-named Committee held at the Council Offices, Albert Road, Horley on Tuesday 24 April 2007 at 7.30 p.m.

Present: Cllr T Breen – Chairman
Cllr Ms D Ashley-Smith – Vice-Chairman
Cllrs Mrs D Andrews, Mr E Andrews, Mrs D Brooke-Harte,
Ms M Goldsmith, Mr A Kent, Mr S Marshall, Mr J Meech, Mr
M Miller.

In Attendance: Mr A Jones - Clerk to the Council
Cllr M George
Tyne Harman – Oakwood School

F 1857 Apologies and Reasons for Absence

RESOLVED: that the apologies of Cllrs J Kendall, Mrs A Venn and B Weston be accepted (for reasons as specified in the Attendance Register).

F 1858 Declarations of Interest

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

RESOLVED: noted.

F 1859 Public Forum

Jason Walters, Chairman of the Horley Youth Council gave a brief presentation on the ice skating event, which had taken place in February this year. Members commented that the event had been extremely well organised and hoped that further events would take place in the future.

RESOLVED: noted.

F 1860 Outside Bodies – Police Community Partnership Group (PCPG)

Cllr Mike George reported that the Horley PCPG had held its last meeting. Discussions had taken place about setting up a new forum, but their seemed little point in doing this as PCPG members had been advised that police officers would not be in attendance.

RESOLVED: noted

F 1861 Borough Standards Committee

Cllr Andrew Kent reported that no meetings had taken place. It was anticipated that the Committee would meet in June to discuss a disciplinary matter.

F 1861) *RESOLVED: noted.*

F 1862 New Code of Conduct for Members

The Clerk reported that he had informed the Borough Council's Head of Legal and Property Services that the Town Council would like to have a briefing on the New Model Code of Conduct, after the May elections.

RESOLVED: noted.

F 1863 Town Guide 2007

The Clerk told members that the first proof of the Town Guide was expected by May, pending completion of the Town Council's editorial content.

RESOLVED: noted.

F 1864 Town Council Cycle of Meetings

RECOMMEND: that the draft Cycle of Meetings for the Municipal Year 2007/2008 be referred for approval by Full Council.

F 1865 National Association of Local Councils (NALC)

The Clerk told members that no new information had been received.

RESOLVED: noted.

F 1866 Surrey County Association of Parish & Town Councils (SCAPTC)

The Clerk reported that the salary scales for 2007/08 were not yet available, pending negotiations with Central Government.

RESOLVED: noted.

F 1867 SCAPTC Management Committee

Cllr John Meech advised that he would not be standing for a place on the above committee as he would not be seeking re election to the Town Council. Cllr Meech hoped that another member of Horley Town Council would put his/her name forward.

RESOLVED: that the Town Council record its sincere thanks to Cllr Meech for his fine work on SCAPTC and its Management Committee.

F 1868 Quality Parish Scheme

The Clerk advised that he had received a report from the University of Wales concerning the above scheme. It was noted that a number of recommendations had been made to government, which may change the accreditation criteria for local councils when re applying for quality status.

F 1868) *RESOLVED: that the matter be referred to the Quality Status Sub-Committee for further consideration.*

F 1869 Annual LCAS Seminar 15 June 2007

RESOLVED: that the Clerk's attendance at the above seminar be approved.

F 1870 Dog Control Legislation

The Clerk reported that he was discussing elements of the Clean Neighbourhood Act 2006, specifically dog control orders, with Reigate and Banstead Borough Council.

RESOLVED: noted.

F 1871 Gatwick Area Conservation Campaign (GACC)

RESOLVED: that payment of the annual subscription of £10 to the above organisation be approved.

F 1872 Horley Sports (Social) Club

Cllr Mike George reported that he would be attending the Club's Committee Meeting on 25 April 2007. The Clerk advised that a revised standing order form, to include monthly payments of the easements (£300) as well as monthly payments of the rent (£173.34) amounting to £473.34 in total, had been lodged with their treasurer.

RESOLVED: noted.

F 1873 Councillors' Internal Audit for February and March 2007

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

F 1874 Financial Reports as at 28 February 2007

RESOLVED: that the following reports be approved:

- i) Bank Reconciliations***
- ii) Summary of Receipts and Payments Compared with Estimates***
- iii) Payments List totalling £16,364.55 plus VAT***
- iv) Receipts Lists totalling £3009.49 plus VAT***
(Copies are appended to these minutes).

F 1875 Financial Reports as at 31 March 2007

RESOLVED: that the following reports be approved:

- i) Bank Reconciliations***
 - ii) Summary of Receipts and Payments Compared with Estimates***
 - iii) Payments List totalling £21,942.89 plus VAT***
 - iv) Receipts Lists totalling £4657.93 plus VAT***
- (Copies are appended to these minutes).***

F 1876 Decisions Sub-Committee

The Clerk referred to a request to employ the services of a Highway Consultant for his professional views on the state of a number of roads in Horley. It was noted that the above Sub-Committee had approved the engagement of the Consultant at a cost of £40 per hour plus expenses, the decision to be ratified by this Committee.

RESOLVED: that the engagement of Mr R.W. Olesen of Highway Associates at a cost of £40 per hour plus expenses be approved. (All costs to be taken from the Community Action Fund.)

F 1877 Letters Received

Estate of Cyril Edmonds dec'd

The Chairman of the Council referred to a letter received from Ross and Sons Solicitors, in which it stated that Horley Town Council had been left a bequest from the above estate. Pending further clarification with the Inland Revenue, it was anticipated that the amount would be substantial.

The Clerk advised that, under the Local Government Act 1972 s139, the Town Council was permitted to accept such a gift.

RECOMMEND: that the above bequest be accepted, subject to ratification by Full Council on 15 May 2007.

F 1878 Gatwick Airport Community Trust (GACT)

The Clerk reported that the grant applications to the above Trust, which were submitted in early March, had been returned to the Council today marked "post box unknown". Following clarification with GACT the applications had been resubmitted and would be duly considered.

RESOLVED: noted

F 1879 Relocation of Town Council Offices

The Clerk reported that planning applications for a (i) Portakabin in the car park of the Albert Rooms and (ii) change of use for the office area had both been approved by the planning authority. Further liaison had taken place with

F 1879) Brewer Jewel Architect and Portakabin Ltd.

RESOLVED: that a meeting of the Relocation Sub-Committee be held when appropriate.

The meeting closed at 8:25 pm.

Date of Next Meeting – 26 June 2007 (provisional)