

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 25 July 2006 at 7.30 p.m.

Present: Cllr Ms D Ashley-Smith – in the Chair
Cllrs Mrs D Andrews, E Andrews, Mrs D Brooke-Harte,
Ms M Goldsmith, S Marshall, J Meech, M Miller and
Mrs A Venn.

In Attendance: Mr A Jones Clerk to the Council
Mrs C Fenton Deputy Clerk to the Council
Cllr M George

F 1666 Apologies and Reasons for Absence

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

F 1667 Declarations of Interest

Cllrs Ms D Ashley-Smith and J Meech declared personal and prejudicial interests in the Citizens Advice Bureau item and left the Council Chamber whilst the matter was being discussed.

RESOLVED: noted.

F 1668 Public Forum – Request to hold Annual Bonfire & Firework Display

Standing Orders were suspended to hear a request from a representative of the Horley & District Round Table (Borough Cllr Lynch) to hold the annual Bonfire & Firework Display at the A23 Recreation Ground. Cllr Lynch explained that it was planned to hold the event on 4 November, toilets would be provided and that all the usual terms and conditions would be adhered to.

Standing Orders were resumed and members asked that Round Table members liaise with local Police about parking restrictions near to the Recreation Ground. It was suggested that an approach might be made to the Air Balloon to allow spectators to park there. The Clerk added that the newly installed multi purpose court would need to be cordoned off on the night.

RESOLVED:

- i) that permission be granted to hold the Bonfire & Firework Display in the A23 Recreation Ground on 4 November 2006.***
- ii) that the Clerk write to the Horley & District Round Table accordingly.***

F 1669 Acceptance of Debit Cards

The Clerk told members that he had discovered that a manual machine was only used as a back up and was not offered as a stand alone service

RESOLVED: noted.

F 1670 Clean Neighbourhoods and Environment Act 2005

The Clerk confirmed that the duties had been delegated to Reigate & Banstead Borough Council for a trial period of six months.

RESOLVED: noted.

F 1671 Kidzone After School Club – Request to Install Shed

The Clerk confirmed that he had learned that it was very likely that planning permission would be required for the shed and he had informed the Club Manager accordingly. No further contact had been received from the Club.

RESOLVED: noted.

F 1672 Borough Standards Committee

The Clerk told members that Cllr Kent had reported that, at the meeting on 3 July, the existing Committee Chairman had been re-elected and a training video had been shown about running a local hearing.

RESOLVED: noted.

F 1673 Town Guide 2007

The Clerk confirmed that a letter had been sent to local businesses, inviting them to advertise in the Town Guide.

RESOLVED: noted.

Horley Town Council Grants Scheme

F 1674 The Clerk told members that several applications had been received to date. He reminded members that the closing date for applications was 31 August 2006.

RESOLVED: noted.

F 1675 The Clerk reported receipt of an e mail from an officer at the East Surrey Rural Transport Partnership, the organisation now responsible for the operation of the Horley Dial a Ride bus. The officer had asked whether the Town Council would be prepared to offer a grant towards the operation of the bus.

F 1675) *RESOLVED: that the East Surrey Rural Transport Partnership be invited to apply for a grant under the Town Council Grants Scheme.*

F 1676 Request from Citizens Advice Bureau (CAB)

The Clerk reported receipt of a letter from the District Manager of the Reigate & Banstead District Citizens Advice Bureaux, requesting a further grant for the Debt Counselling Service, conducted at the Horley office.

Most members were keen to support the request, provided that assurances were sought that the grant would be used in Horley for Horley residents. The Clerk pointed out that, should any grant be approved, it would be under Section 142 of the Local Government Act, rather than Section 137 of the Act.

RECOMMEND: that, subject to certain assurances being received, a grant of £900 be made to the CAB for debt counselling in Horley, the recommendation to be referred to Full Council for approval.

F 1677 National Association of Local Councils (NALC)

The Clerk reported that the Town Council had been unsuccessful in the Council of the Year and Clerk of the Year competitions. He added that nothing had yet been heard about our entries in the Web Site of the Year and Newsletter of the Year competitions.

RESOLVED: noted.

Surrey County Association of Parish & Town Councils (SCAPTC)

F 1678 It was noted that Cllrs Chapman and Meech had recently attended the SCAPTC Annual Meeting, where Cllr Meech had been re-elected to the Management Committee.

RESOLVED: noted.

F 1679 The Clerk reported that SCAPTC would be running a “combination” course at the beginning of November, which would include sessions for new Councillors. He added that further details would follow nearer the time.

RESOLVED: noted.

F 1680 *RESOLVED: that the Clerk and Cllr Meech respond to the SCAPTC 2006 Questionnaire.*

F 1681 Celebration Parade and Garden Dedication, 23 July 2006

Members agreed that the recent event had been very well attended and that the Memorial Gardens had looked immaculate. They remarked that the matting, provided by the Scouts, would not be suitable for a winter event. It was noted that letters of thanks had been received from the Branch Secretary

F 1681) of the Horley British Legion.

RESOLVED: noted.

F 1682 Review of Leisure Centre Provision – Proposals for Public Meeting

The Clerk told members that the Horley Public Meeting had been provisionally arranged to take place at the St John's Ambulance Hall on Monday 4 September. Cllr Miller told members that the report, outlining proposals for leisure provision for Redhill and the South of the Borough, was expected to be considered by the Borough Council's Executive in October. The contents of the report would form the basis of a Consultation. Cllr Miller added that, if the Public Meeting was delayed until the middle of September, then it was very likely that there would be new information available, offering a range of options for leisure, which could be considered by those present at the meeting.

Cllr George said that the Town Council should not be seen to be delaying a Public Meeting in Horley indefinitely. He added that it was likely that Horley residents had not attended the recent Borough wide meeting at the Harlequin Theatre because they were waiting for the Horley meeting.

Cllr Miller replied that he had spoken with a number of Horley residents who had been responsible for the recent petition, which had been presented to the Borough Council's Executive, and had learned that they would be happy to wait until updated information was available for discussion at a Public Meeting. He also added that, although the leisure centres contract with Cannons was due to expire in June 2008, plans were in place for a continuation contract of either six, twelve or eighteen months.

After further discussion the following was resolved:

RESOLVED:

- i) that the date of Public Meeting be rearranged to take place during the week commencing 18 September 2006 (venue to remain unchanged).***
- ii) that Borough and County Councillors be invited to listen to the opinions of Horley residents.***
- iii) that Borough Council Officers, Borough Executive members and the relevant Portfolio Holder (Cllr T Stoddart) be invited to respond to points raised.***
- iv) that a press release be issued, publicising the meeting date.***
- v) that members be updated on arrangements made at the Full Council meeting on 5 September 2006.***

F 1683 Horley Vimy Twinning Association – Membership Renewal 2006 – 2007

RESOLVED: that payment of £70 be approved.

F 1684 Councillors' Internal Audit for June 2006

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

Financial Reports as at 30 June 2006

F 1685 RESOLVED: that the following reports be approved:

- i) Bank Reconciliations**
 - ii) Summary of Receipts and Payments Compared with Estimates**
 - iii) Payments List totalling £13,534.280 plus VAT**
 - iv) Receipts Lists totalling £58,293.07 plus VAT**
- (Copies are appended to these minutes.)**

F 1686 RESOLVED: that the Clerk liaise directly with Cllr Kendall about issues he has raised.

F 1687 Recommendations to Finance & General Purposes Committee

Leisure & Amenities Committee, 11 July 2006

Churchyards Maintenance Grant

Payment of £2000, being the second instalment of the grant.

RoSPA Inspection and Risk Assessment

Payment of an additional £106 for the reports.

Kick Boards at Michael Crescent Playground

Bennetts Playcare to supply and install kick boards for the total sum of £430 plus VAT.

Re-position Spring Ride at Michael Crescent Playground

Bennetts Playcare to re-position the spring ride (in accordance with the RoSPA report) for the total sum of £460 plus VAT.

Five-a-Side Goal Posts for Court Lodge Fields

Wicksteed Leisure to supply two goal posts for the total sum of £318 plus VAT (excluding carriage).

Bennetts Playcare to install the goal posts for the total sum of £265 plus VAT.

- F 1687) Opening of the Multi Purpose Court, A23 Recreation Ground**
- Payment of the balance of £25.07 (from the Chairman's Allowance) for the reception held at the Farmhouse Public House. (£250 donated by ADK Security Ltd.)
- RESOLVED: that the payments be approved.***
- F 1688 Local Council Advisory Service – Membership Renewal**
- RESOLVED: that payment of £135 be approved.***
- Albert Rooms – New Chairs and Tables**
- F 1689 *RESOLVED: that two new tables be purchased from Gopak Ltd for the total sum of £189.92 plus VAT.***
- F 1690 *RESOLVED: that seventy new chairs be purchased from Gopak Ltd for the total sum of £690.20 plus VAT.***
- F 1691 *RESOLVED: that hirers of the Albert Rooms be requested to take good care of the new items.***
- F 1692 Perimeter Fencing at Court Lodge Fields**
- RESOLVED: that, in the light of correspondence received today from the Director of Operations at Raven Housing Trust, the matter be referred for consideration at the Full Council meeting on 5 September 2006.***
- F 1693 Press Release**
- RESOLVED: that a press release be issued, giving updated information about the Public Meeting and details of the Audit Inspection Period.***
- F 1694 *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 1695 Relocation of Town Council Offices **CONFIDENTIAL****
- Members were updated on recent developments
- F 1696 Horley Sports (Social) Club **CONFIDENTIAL****
- Members received an update on recent meetings.
- F 1697 Security in Recreation Grounds **CONFIDENTIAL****
- Members received an update on recent action taken.

F 1698 Albert Rooms – Refurbishment of Men’s Toilet

CONFIDENTIAL

Members considered quotations received and agreed the appointment of John Muggeridge to replace the men’s toilet and the appointment of Millan’s to replace the flooring.

The meeting closed at 9.18 pm.

Date of Next Meeting – 3 October 2006.