

**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 9 February 2016 at 7.30 pm.

**Present** Cllrs Richard Olliver – Chairman & Town Mayor  
J Baker  
R Biggs  
H Davies  
K Etheridge  
M George  
J Hudson  
A Kitajewski  
L Mabbett  
Samantha Marshall  
Simon Marshall  
David Powell  
H Randall  
F Stimpson

**In Attendance** A Jones (Town Clerk)  
C Fenton (Deputy Town Clerk)  
County Cllr K Hammond  
Local resident

**Apologies and Reasons for Absence**

**C 3906** ***RESOLVED: that the apologies of Cllrs J Baird, S Banwait, D Jackson and V Marshall be accepted, for reasons as specified in the attendance register.***

**C 3907** ***RESOLVED; that the request for a further leave of absence (to 29 February 2016) by Cllr David Jackson be approved.***

**C 3908** **Disclosable Pecuniary Interests and Non-Pecuniary Interests**

No Declarations of Interest were received.

***RESOLVED: noted.***

**C 3909** **Public Forum**

A local resident addressed members of the Council. He explained, for the benefit of new members, that he had formerly been Chairman of the Town Council's Finance & General Purposes Committee and, as a Town Councillor, had had been at the forefront of negotiations regarding the Double Taxation Agreement, whereby Reigate & Banstead Borough Council had agreed to make an annual payment of £35,000 to the Town Council up to 2024. In the light of this the resident had been extremely disappointed to see an increase in the Town Council's

**C 3909)**

Precept for 2016/2017, especially as the tax base (no of households) had also risen. The resident also stated that, in his opinion, the predicted General Reserve of £235,000 was far higher than required and added that he had requested a breakdown of the predicted underspend of £20,000 which, to date, had not been forthcoming.

Cllr Olliver responded that the Town Council's accounts and Precept calculations had been simplified for the benefit of new Town Councillors, many of whom did not have a financial background. The Town Council's Internal Auditor had been happy with the format used. Possible devolution from County and Borough Councils over the next few years could see the Town Council having to consider taking over responsibility for services to residents, which would otherwise be lost. There was also the possibility of unknown emergency expenditure in the current financial year.

In response to further comments from the resident regarding, in his opinion, the lack of clarity of some figures used in the Precept calculations, Cllr Olliver replied that these were not the annual accounts. The Clerk added that the calculations were based on the accounts as they appeared at the end of September 2015 and confirmed that the exact amount of reserves would appear in the annual accounts for the year ending 31 March 2016. Furthermore, a balanced budget had been set without the use of any reserves in the precept calculation, meaning that the forecast of general reserves, whilst useful, had not had a direct bearing on the setting of the Precept.

***RESOLVED: noted.***

**(Afternote: following this meeting, further clarification was provided for the resident.)**

**C 3910**

**Ordinary Meeting of the Council, 15 December 2015**

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 15 December 2015, including all confidential items, be approved.***

**C 3911**

**Leisure & Amenities Committee, 12 January 2016**

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

**C 3912 Finance & General Purposes Committee, 19 January 2016**

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

**C 3913 Planning & Development Committee, 8 December 2015**

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

**C 3914 Planning & Development Committee, 5 January 2016**

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

**C 3915 Chairman's Report**

The Chairman reported that, since the previous Full Council meeting he had attended a Carol Service at Horley Methodist Church.

***RESOLVED: noted.***

**Reports from County Councillors**

**C 3916** County Cllr Kay Hammond reported on the Leader's Statement made at the Surrey County Council meeting held earlier in the day. She also updated members on the meeting with the DCLG Ministerial Team regarding the Three Southern Counties (3SC) Devolution Bid. She explained that Surrey County Council had set the Council Tax Precept against the background of the rapid removal of the Revenue Support Grant (within two years, rather than in four years, as had been anticipated). The County Council would be applying to Central Government for transitional funding for 2016/17 and 2017/18. Adult Social Care was an ongoing problem with the number of elderly within the County set to increase by 20,000 by 2020. It had been resolved to increase the general council tax by 1.99% and to increase council tax by a further 2% for the adult social care precept. Cllr Hammond also told members that it was anticipated that the Salfords Fire Station would be handed over to Surrey County Council by April this year.

Cllr Olliver thanked Cllr Hammond for her report and added that parish and town councils were keen to be involved in negotiations and the decision making process regarding the 3SC Devolution Bid.

***RESOLVED: noted.***

**C3917** It was also noted that County Cllr Dorothy Ross-Tomlin had reported, in her capacity as Chairman of the Surrey Police and

- C 3917)** Crime Panel that the Surrey Police Council Tax Precept was to rise by 1.99% for 2016/17.

**RESOLVED: noted.**

#### **Surrey Police**

- C 3918** Members were updated on the recent briefing on Policing in Your Neighbourhood (PIYN), which had been attended by Cllrs Olliver and George. Cllr George explained that this was mainly financially driven and would see the Borough Commander leading a larger uniformed team able to respond better to areas of serious or persistent crimes. This would also mean that one officer would be handling a crime from the start to finish thereby avoiding the numerous handovers in the past. Neighbourhood policing would be carried out by PCSOs (two in Horley) who would still be assigned a geographical area, although they might be deployed as a team on certain occasions. The Police and Crime Commissioner believed that Horley could be policed effectively by just two PCSOs. The PCSOs may be given additional powers once the new Chief Constable for Surrey was in post. Certain crimes would not be investigated where a solution was unlikely and there would be a focus on cybercrime and those crimes involving children and vulnerable adults. Cllr Powell reported that it had been almost impossible to seek Police support to assist with recent road safety issues near Horley Infant School. Cllr George added that there would be some joint working between Surrey and Sussex Police, as well as a shared control room for emergency services across the three counties.

**RESOLVED: noted.**

- C 3919**

It was noted that the Neighbourhood Panel meeting held in January was the last one which would see local Police in attendance. Residents were keen for the meetings to continue and County Cllr Kay Hammond was looking to move the process forward with regard to suitable venues, responsibility for note taking etc, however future dates had yet to be agreed. Cllr George stressed that it was vital for all three tiers of local government to be involved in the new process.

**RESOLVED: that the Town Council agree in principle to support the continuation of the Neighbourhood Panel Meetings without a Police presence.**

- C 3920** **Horley Town Council and Reigate & Banstead Borough Council Liaison Committee**

It was noted that the next meeting of the Liaison Committee was due to take place on 5 April and would include a review of the Partnership Agreement between the two Councils, as well as

**C 3920)** further discussion about the possible move of the RBBC self-service kiosk from Regent Hall to the Albert Rooms. Cllr Samantha Marshall suggested that it might be prudent to raise the matter of the move of RBBC recycling bins to the High Street car park, in a position which posed a danger to market traders, had the issue not been resolved beforehand.

**RESOLVED: noted.**

**C 3921** **Gatwick Diamond Business (gdb)**

**RESOLVED: that any members able to attend future gdb meetings (dates circulated) inform the Clerk accordingly.**

**C 3922** **Corporate Plan 2016/19**

The Clerk explained that it was planned to present the Corporate Plan to the Town Meeting on 29 April. Prior to that the Plan would be considered by each of the three main Committees, before being finalised at the Full Council meeting on 5 April. Following its release at the Town Meeting, the Corporate Plan would then be available for public comment, before being formerly adopted at a future Full Council meeting.

**RESOLVED: noted.**

**C 3923** **Local Council Award Scheme**

Members were reminded that it had been resolved at a recent meeting of the Finance & General Purposes Committee to apply for the Quality Award. As part of the application, a number of policies needed to be put in place for submission to the Accreditation Panel. These, along with existing policies, were to be reviewed by the Standing Orders Sub-Committee, before being considered by the Finance & General Purposes Committee, following which an application would be made to the Accreditation Panel for the Quality Award.

**RESOLVED: noted.**

**C 3924** **Risk Assessment and Management Paper 2015 – 2016**

**RESOLVED: that the Paper be approved. (A copy is appended.)**

**C 3925** **Internal Control Review 2015/2016**

**RESOLVED: that the annual review of the effectiveness of the Town Council's system of internal control and management of risk be approved. (A copy is appended.)**

**C 3926 Smaller Authorities Audit Appointments Ltd**

Members considered the recommendations of the Finance & General Purposes Committee regarding the Smaller Authorities Audit Appointments Ltd, the company which had been set up to replace the Audit Commission.

**RESOLVED: that the following recommendations of the Finance & General Purposes Committee be approved:**

- i) that the Smaller Authorities' Audit Appointments appoint external auditors on behalf of Horley Town Council from 2017.**
- ii) that this Council express no wish to opt out of this process.**

**C 3927 Innes Pavilion – Annual Licence**

Members noted that the existing tenant of the Innes Pavilion (proprietor of Fuzion Kick Boxing) was to renew his Licence of the Pavilion for a twelve month period from 1 March 2016, at an annual rental of £9,000.

**RESOLVED: noted.**

**C 3928 Horley Edmonds Community Fund – Quarter 3 Fund Statement**

Members received the Statement. It was noted that a grant of £800 previously awarded to UBB Basketball to support coaching for children in Horley had subsequently been cancelled as the Club had not been in a position to move forwards and the grant had been held pending for a significant length of time. This had been added to the amount available for grant making.

**RESOLVED: that the Quarter 3 Fund Statement for April – December 2015 be received. (A Copy is appended.)**

**C 3929 Horley Edmonds Community Fund – Application for Funding**

**RESOLVED: that the application for funding from the Strawson Hall Management Committee, for replacement equipment once the Hall is rebuilt be approved in full (£1,845).**

**C 3930 Letters Received**

The Clerk reported receipt of correspondence from local resident Mr Doug Cox, who had explained that he would be attending a Battle of the Somme Centenary Commemoration Service this Summer and had suggested that, on behalf of the Town Council, he place a wreath at the Thiepval Memorial and Memorial crosses at the graves of local men buried in that area, the total cost of which would be approximately £70.

