

An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms, Albert Road, Horley on Tuesday 13 December 2011 at 7.30pm.

email: town.clerk@zen.co.uk
www.horleysurrey-tc.gov.uk

All correspondence and papers referred to in the public part of the agenda are available to view in the Town Council Offices during normal office hours.

- 1 Apologies and Reasons for absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Minutes**
To approve the minutes of the following:
 - i) Ordinary Meeting of the Council held on 25 October 2011.
 - ii) Staff Sub-Committee held on 25 November 2011
- 5 Matters Arising**
Ordinary Meeting of the Council held on 25 October 2011.
- 6 Committee Reports**
To receive the minutes of the meetings of the following Committees:
 - i) Leisure & Amenities Committee held on 13 September 2011
 - iii) Finance & General Purposes Committee held on 27 September 2011
 - iv) Planning & Development Committee held on 4 October 2011
 - v) Planning & Development Committee held on 8 November 2011
- 7 Annual Audit for the Year Ending 31 March 2011**
To consider the response from External Auditor BDO LLP to items raised in the Issues Arising Report and agree any actions, as necessary.
- 8 Chairman's Report**
To receive a report of meetings recently attended by the Chairman and, in his absence, the Vice-Chairman
- 9 Surrey Police**
To receive an update on recent liaison meetings.
- 10 Surrey County Association of Parish & Town Councils (SCAPTC) & National Association of Local Councils (NALC) – Future Membership**
To consider the recommendation of the Finance & General Purposes Committee that this Council retain its membership for 2012/1013.
- 11 Horley Anderson Centre / Innes Pavilion Division**
To ratify the signature / completion of the Agreement between Horley Town Council and Reigate & Banstead Borough Council.
- 12 Environment Campaign 2011**
To receive an update on this year's Campaign.
- 13 Strategy & Forward Planning Advisory Group**
To receive an update on recent meetings.

- 14 **Brambles Respite Care Centre**
To receive an update.
- 15 **Letters Received**
- 16 **Diary Dates**
- 17 **Urgent Business**
To note urgent business for inclusion on future agenda.
- 18 **Press Release**
To agree items for inclusion.
- 19 **Exclusion of Public and Press**
"In view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and that they be instructed to withdraw."
- 20 **Approval of Confidential Minutes** **CONFIDENTIAL**
i) Ordinary Meeting of the Council held on 25 October 2011.
ii) Staff Sub-Committee held on 25 November 2011
- 21 **Matters Arising** **CONFIDENTIAL**
i) Ordinary Meeting of the Council held on 25 October 2011.
ii) Staff Sub-Committee held on 25 November 2011
- 22 **Committee Reports – Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of Committee meetings.
- 23 **Edmonds Community Fund** **CONFIDENTIAL**
To consider grant applications received.
- 24 **Horley Town Council Grant Scheme** **CONFIDENTIAL**
To consider the recommendations of the Awards Sub-Committee.
- 25 **Town Awards** **CONFIDENTIAL**
To consider the recommendations of the Awards Sub-Committee.
- 26 **Town Council Estimates and Precept -**
Financial Year 2012/13 **CONFIDENTIAL**
i) To consider the recommendations of the Finance & General Purposes Committee.
ii) To finalise requirements and set the Town Council Precept for 2012/13.
- 27 **Staffing Review** **CONFIDENTIAL**
To consider the final recommendations.
- 28 **Press Release**
To agree items for inclusion.



Town Clerk

Date of next meeting 14 February 2012