

HORLEY TOWN COUNCIL

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AGENDA

ANNUAL MEETING OF FULL COUNCIL

Date / Time: Tuesday, 10 May 2022 at 7.30 pm

Venue: Horley Town Council offices, Albert Rooms, 92 Albert Road, Horley RH6 7HZ

SENT BY EMAIL TO ALL MEMBERS OF THE COUNCIL

Dear Councillors

You are hereby respectfully summoned to attend the **ANNUAL MEETING of HORLEY TOWN COUNCIL** to be held on Tuesday, 10 May 2022, 7:30 pm, at the Albert Rooms, 92 Albert Road, Horley RH6 7HZ. The Agenda for the meeting is attached to this Summons.

Yours sincerely

Joan Walsh
Town Clerk

Members' Apologies:

If required, a Member must submit their apologies for this meeting by sending an email to: town.clerk@horleytown.com or by telephoning the office on 01293 784765, by no later than noon on the day of the meeting.

Public Forum:

Members of the Public and Press are welcome to attend this meeting in person or may join it remotely by requesting a Zoom link by email to: town.clerk@horleytown.com or by telephoning the office on 01293 784765, by no later than noon on the day before the meeting is due to be held.

Public and Press attendees are invited to put questions or draw relevant matters to the Council's attention and are permitted to speak once only and for five minutes maximum in respect of a business item on the agenda, at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chairman may direct that a question or comment is submitted in writing which shall be answered in due course.



HORLEY TOWN COUNCIL

The Annual Meeting of Horley Town Council will be held at the Albert Rooms,
Albert Road, Horley on Tuesday, 10 May 2022, at 7.30 pm

**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 or on the website**

AGENDA

- 1 **Election of the Chairman of the Council** (Outgoing Chairman, Cllr Samantha Marshall, in the Chair.)
Elected Chairman to take the Chair
- 2 **Receipt of the Incoming Chairman's Declaration of Acceptance of Office.**
- 3 **Election of the Vice-Chairman of the Council.**
- 4 **Apologies and Reasons for Absence.**
To receive apologies and reasons for absence.
- 5 **Receipt of any amendments to Members' Notification of Disclosable Pecuniary Interests.**
- 6 **Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive any declarations of interest in relation to any items included on this agenda.
- 7 **Public Forum**
- 8 **Confirmation of Inspection of Town Council Deeds and Trust Instruments.**
- 9 **Appointments to Committees**
To approve appointments to:
 - i) Finance & General Purposes Committee.
 - ii) Leisure & Amenities Committee
 - iii) Planning & Development Committee.
 - iv) Staff Committee
- 10 **Election of Chairman and Vice Chairman of Committees.**
 - i) Finance & General Purposes Committee.
 - ii) Leisure & Amenities Committee
 - iii) Planning & Development Committee
 - iv) Staff Committee
- 11 **Appointments to Sub-Committees, Outside Bodies and Working Groups**
 - i) To approve the appointments to the Sub-Committees, Outside Bodies and Working Groups
 - ii) To approve the Town Council representative on the Surrey Association of Local Councils (Surrey ALC) for the Municipal Year 2022/23.
 - iii) To approve the Town Council representative and a substitute on the Borough Standards Committee for the Municipal Year 2022/23.

...Continued

12 Council Meetings

To approve the amended Meetings Calendar for 2022/23.

13 Town Meeting 2023

To consider a proposal to move the public Town Meeting date next year to 19 May 2023 and to rename these meetings to 'Annual Town Assembly'.

14 Council Chairman's Report

- i) To receive a report of events recently attended by the Outgoing Council Chairman or her representative.
- ii) To receive an update on the meeting of the Horley Branch of the Royal British Legion (RBL) attended by the Council Chairman on 26 April 2022.

15 Borough, County Councillor and Other Updates

- i) To receive an update on the HTC/RBBC Liaison meeting held on 30 March 2022.
- ii) To receive an update on the joint SCC/RBBC/HTC meeting held on 22 April 2022.
- iii) To receive an update on any other matters.

16 HRH The Queen's Platinum Jubilee Celebrations

- ii) To receive an update on the 'Big Jubilee Lunch' event to be held from 12.00 pm to 6.00 pm on Saturday, 4 June 2022 at Horley Recreation Ground with support from the Town Council.
- ii) To consider the recommendation of the Leisure Committee to rename the Ornamental Gardens at Horley Recreation Ground to 'The Queen's Platinum Jubilee Gardens' and for the official ceremony to take place during the event, at 2.00 pm, on Saturday, 4 June 2022.

17 Letters Received

18 Diary Dates

19 Items for Future Consideration

To note urgent business for inclusion on future agenda.

20 Press Release

To agree items for inclusion.



Signed: Town Clerk, 5 May 2022

Date of Next Meeting – To be advised.

HORLEY TOWN COUNCIL – 2021/2022

CHAIRMAN & TOWN MAYOR: Cllr Samantha Marshall
VICE-CHAIRMAN OF THE COUNCIL: Cllr David Powell

Committee Membership – 2021/2022

Leisure & Amenities Committee

Hannah Avery
Jante Baird
James Baker
Jordan Beech
Andy Dye
Mike George
Jerry Hudson
Helen Kitajewski
Robert Marr
Samantha Marshall
Simon Marshall
David Powell
Fiona Stimpson

Planning & Development Committee

Hannah Avery
James Baker
Giorgio Buttironi
Mike George (Chairman)
Jerry Hudson (Vice-Chairman)
Samantha Marshall
Simon Marshall
David Powell
Rob Spencer
Martin Saunders
Fiona Stimpson

Finance & General Purposes Committee

Jante Baird
Jordan Beech
Andy Dye
Mike George
Adrian Kitajewski
Helen Kitajewski
Robert Marr
Samantha Marshall
Wayne Philips
David Powell
Martin Saunders
Chairman (L&A)

Staff Committee

Council Chairman
Council Vice-Chairman
All Committee Chairmen

Horley Town Council, Sub-Committees, Outside Bodies and Working Groups
2022 - 2023

Committee	Councillor(s)	Reporting to:
Staff Committee	Chairman & Vice Chairman of Council, Committee Chairmen	FC
Sub-Committee	Councillor(s)	Reporting to:
Environment Sub Committee	Avery, Beech, Baird, Buttironi George, Powell, Saunders and non-Councillors Richard Bethell and Mike Humphrey	FC
Outside Body	Councillor(s)	Reporting to:
Horley Community Partnership	Jordan Beech – substitute Simon Marshall	FC
YMCA (Community Wellbeing Team)	Jante Baird, Martin Saunders	FC
Gatwick Airport Consultative Committee (GATCOM)	Mike George, Jordan Beech (Substitute)	P&D
Horley Town Management Group (HTMG)	Simon Marshall, Rob Spencer	P&D
Borough Standards Committee	David Powell – substitute Simon Marshall	FC
Surrey Association of Local Councils (Surrey ALC)	Mike George – substitute Jordan Beech	F&GP
Churchyards Committee	James Baker, - subs Mike George and Simon Marshall	L&A
Gatwick Greenspace Partnership	Mike George, Simon Marshall (Sub)	L&A
Horley Carnival Committee	Helen Kitajewski	L&A
Horley Conservation Group	L&A Chairman/Vice-Chairman (other members welcome)	L&A
Royal British Legion (Horley)	Samantha Marshall	FC
HTC and RBBC Liaison Committee	Council Leaders, Clerk and RFO	FC
Horley Open Spaces Working Committee	L&A Chairman & Vice-Chairman, James Baker, Giorgio Buttironi, Mike George, Jerry Hudson, Helen Kitajewski, (plus representatives of other authorities and local groups)	L&A
Working Groups	Councillor(s)	Reporting to:
Town Plan Action Delivery Working Group	Robert Marr (Chairman), Mike George, Helen Kitajewski, Simon Marshall, David Powell	FC
Resilience & Emergency Working Group	David Powell, Jante Baird, Mike George, Helen Kitajewski	F&GP
Standing Orders Working Group	Chairman of the Council, Committee Chairmen	F&GP
Communications Working Group	Andy Dye, Mike George, Adrian Kitajewski, Helen Kitajewski, Samantha Marshall, Wayne Philips, Martin Saunders	F&GP
Horley in Bloom Working Group	L&A Chairman & Vice-Chairman, Jante Baird, Mike George (plus representatives of other interested local groups and local residents)	L&A

Horley Town Council

Calendar of Meetings

2022-2023

Tuesday	10-May	Annual Council
Tuesday	17-May	Finance
Tuesday	24-May	Planning Full
Tuesday	21-Jun	Full Council (AGAR)
Tuesday	28-Jun	Planning (Interim)
Tuesday	05-Jul	Leisure
Tuesday	26-Jul	Full Council
Tuesday	02-Aug	Planning (Full)
Tuesday	30-Aug	Planning (Interim)
Tuesday	06-Sep	Finance
Tuesday	27-Sep	Planning (Full)
Tuesday	04-Oct	Full Council
Tuesday	18-Oct	Leisure
Tuesday	25-Oct	Planning (Interim)
Tuesday	08-Nov	Finance (Precept)
Tuesday	22-Nov	Planning (Full)
Tuesday	06-Dec	Full Council (Precept)
Tuesday	20-Dec	Planning (Interim)
Tuesday	10-Jan	Planning (Full)
Tuesday	17-Jan	Finance
Tuesday	24-Jan	Leisure
Tuesday	07-Feb	Full Council
Tuesday	14-Feb	Planning (Interim)
Tuesday	14-Mar	Planning (Full)
Friday	24-Mar	Town Meeting
Tuesday	11-Apr	Planning (Interim)
Tuesday	25-Apr	Leisure
Tuesday	09-May	Annual Council

List of Mayoral Events 2 March 2022 – 4 May 2022

Date	Event	Location
08 Mar 2022	Surrey ALC Chairmen's Forum	Virtual
11 Mar 2022	Talk by Arthur Edwards MBE	Harlequin
16 Mar 2022	Presentation of cheque to Mayor's Charity	National Greyhound Centre
09 Apr 2022	Ada Coates Plaque Unveiling	Horley
23 Apr 2022	St George's Fair Prize Presentation	Horley
29 Apr 2022	Meeting with Year 2 Pupils to discuss their letters for improving Horley	Horley Infants School