

HORLEY TOWN COUNCIL

Joan Walsh
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AGENDA ORDINARY MEETING OF HORLEY TOWN COUNCIL

Date / Time: Tuesday 8 September 2026 at 7.30pm

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 an **ORDINARY MEETING of HORLEY TOWN COUNCIL** to be held on Tuesday 8 September 2026, 7.30pm, at the Albert Rooms, 92 Albert Road, Horley RH6 7HZ. The Agenda for the meeting is attached to this Summons.

Yours sincerely

Joan Walsh
Chief Executive Officer

Members' Apologies:

If required, a Member must submit their apologies for this meeting by sending an email to: info@horleysurrey-tc.gov.uk 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

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 Chair. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chair may direct that a question or comment is submitted in writing which shall be answered in due course.

HORLEY TOWN COUNCIL

**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,
Albert Road, Horley RH6 7HZ on Tuesday 8 September 2026 at 7.30pm**

**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.**

**The meeting will be preceded by a minute's silence in memory of former Borough and Town Councillor,
Diana Andrews who sadly passed away recently**

AGENDA

1 Apologies for Absence

To receive apologies for absence with officer recommendation for acceptance.

2 Disclosable Pecuniary Interests and Non-Pecuniary Interests

To receive any declarations of interest in relation to any items included on this agenda.

3 Public Forum

4 Minutes

To approve the Minutes of the Ordinary Council Meeting held on [28 July 2026](#).

5 Full Council Updates

6 Committee Reports

To receive the unapproved Minutes of the meetings of the following Committees:

Planning and Development Committee held on [18 August 2026](#).

7 Council Chair's Report

To receive a report of any events attended by the Chair or representative since the Full Council meeting held on 28 July 2026 (*attached*).

8 Surrey Association of Local Councils (SALC) and National Association of Local Councils (NALC)

- i) To note the SALC AGM and Conference due to be held on 5 November 2026.
- ii) To receive an update from Cllr Mike George as the HTC representative on the SALC Board.
- iii) To receive any other updates from the National and County Associations.

9 Unitary, Borough, County Council and Other Updates

- i) To receive an update of the RBBC/HTC Liaison meeting held on 1 September 2026.
- ii) To note that next ESSA/SCC/RBBC/HTC Joint Council meeting will be held on 14 September 2026.
- iii) To receive an update on any other matters.

10 Local Government Reorganisation and Devolution

- i) **Reigate and Banstead Polling Places and Polling Districts:** Interim Review (Horley Wards)
To ratify this Council's response.
- ii) To receive any update on any other matters.

11 Internal Audit Matters

- i) To receive the Councillors' Audit Certificates for April, May, and June 2026 (*attached*).
- ii) To approve the financial reports, including bank reconciliations and summary of receipts and payments, up to 30 June 2026.

12 Outside Bodies

To receive any updates from the Town Council representatives on the following outside bodies:

- i) Royal British Legion
- ii) Any other Outside Bodies where reports have been received.

13 Council Policies

To approve the following policies for adoption:

- i) Tree Management Policy.
- ii) Electric Vehicle Charging Policy.

14 HTC Council Grants Scheme 2026/27

To consider an application from Horley WI for £250 to fund the completion of making a knitted poppy display at the Memorial Gardens for Armistice Celebrations 2026 in support of the Royal British Legion.

15 Horley Town Council's Grounds Maintenance Contract with Idverde

To consider the recommendation to exercise the option to extend the existing Grounds Maintenance Contract, due to expire on 31 December 2026, for a further two-year period from 1 January 2027 to 31 December 2028, and to approve the proposed contract terms.

16 CIL SIP (2) 18: HTC Offices Expansion and Sustainability Project

- i) To approve the allocation of the Town Council's Neighbourhood CIL funds, in an amount up to and not exceeding £30,000, to fund necessary enabling, reinstatement and ancillary works arising from the Office Expansion Project.
- ii) To receive any updates on post Practical Completion matters and to note arrangements for the official unveiling ceremony on 18 September 2026, to be officiated by Chris Coghlan MP along with Borough and Town Mayors, dignitaries and members of the public in attendance.

17 [Reigate and Banstead's Dog Public Spaces Protection Orders](#)

To consider this Council's response to the consultation (deadline 27 September 2026).

18 Christmas 2026

- i) To agree the arrangements for the Councillor Christmas Hospitality to be held at Horley Community Centre on Saturday 12 December 2026 and a rota of volunteers to facilitate the event.
- ii) To consider any other matters.

19 Diary Dates

20 Items for Future Consideration

To note urgent business for inclusion on future agenda.

21 Press Release

To agree items for inclusion.

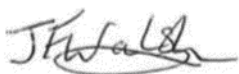
22 Exclusion of Public and Press

"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."

23 Confidential Minutes

CONFIDENTIAL

To approve the confidential minutes of the Ordinary Meeting of the Council held on 28 July 2026.



**Signed: Chief Executive Officer
3 September 2026**

Date of Next Meeting – 27 October 2026



HORLEY TOWN COUNCIL

Minutes of the Ordinary Meeting of Horley Town Council held on Tuesday 28 July 2026 at 7.30pm

Present

Cllrs	Michael Blacker	Mike George	Samantha Marshall
	Victoria Chester	Jerry Hudson	Tom Turner
	Lynnette Easterbrook (Chair)	Robert Marr	Steve Wotton
	Maggie Evans		

In Attendance

J Walsh (Chief Executive Officer - CEO)
S Adeniji (Assistant CEO/Responsible Finance Officer - RFO)
Alan Jones (HTC Consultant)
J Stay (Planning Officer and PA Support)

C 6418 Apologies and Reasons for Absence

RESOLVED: that apologies received from Cllrs Avery, Baird, Beech, Fagan, Hughes, Mearing and Saunders, be approved with officer recommendations that they be accepted. Cllr Burnham was absent.

C 6419 Disclosable Pecuniary Interests and Non-Pecuniary Interests

Cllr Marshall declared a non-pecuniary interest in **Agenda Item 11ii HTC Grants Scheme – Funding Application by Horley Town Women’s FC** as members are known to her.

RESOLVED: noted.

Public Forum

C 6420 HTC Grants Scheme – Funding Applications

Representatives from Horley Town Women’s Football Club presented details of the grant request for £1,000 towards its running costs which was deferred at the previous meeting. The Club advised there is no membership fee to encourage players from all backgrounds to participate. Last season, the Club received sponsorship, however the sponsors have not renewed this year due to financial difficulties. The Club therefore requested a grant to assist with its running costs for the next season.

Cllr Blacker proposed awarding an initial £500 and the remaining £500 to be awarded once a financial plan had been presented in three months. This was seconded by Cllr George. Cllr Turner proposed awarding the full £1,000, which was seconded by Cllr Chester. A vote was taken and Cllr Turner’s proposal was approved by a simple majority. It was therefore resolved that a grant of £1,000 be awarded to Horley Town Women’s Football Club.

C 6420) **RESOLVED:** that Standing Orders be suspended to move Agenda Item 11i) HTC Grants Scheme – Funding Application from Horley Town Women’s Football Club to the Public Forum part of the meeting, be approved.

C 6421 **RESOLVED:** that the grant application through the HTC Grant Scheme 2026/27 from Horley Town Women’s Football Club in the total sum of £1,000, be approved.

C 6422 Minutes

RESOLVED: that the Minutes of the Annual Council Meeting held on [16 June 2026](#), be approved.

C 6401 – Horley Town Council Commercial Combined Insurance Renewal 2026/27

The CEO reported that the Town Council's commercial combined insurance was renewed in full and HTC will be arranging a new valuation of the council offices following the expansion and also existing property, as recommended by the insurance brokers.

RESOLVED: noted.

Committee Reports

C 6424 **RESOLVED: that the unapproved Minutes of the meetings of the following committees be received:**

Leisure Committee held on [30 June 2026](#)

Planning and Development Committee held on [14 July 2026](#)

C 6425 **RESOLVED: that the approved Minutes of the meetings of the Planning and Development held on [9 June 2026](#) be received.**

C 6426 Council Chair's Report

The Chair's Report, which was previously circulated to the Members for information, was received.

RESOLVED: noted.

C 6427 Surrey Association of Local Councils (SALC) and National Association of Local Councils (NALC)**The following updates from SALC were received:**

- SALC continues to have regular meetings with SCC and MHCLG officers, on Neighbourhood Governance to coincide with Local Government Reorganisation.
- A Foundation Strategic Authority (FSA) is required to be set up in the absence of a Strategic Mayoral Authority (SMA). The FSA would be a joint body of East and West Surrey Councils. This is necessary for Fire and Rescue Services, Planning and Development and other services which would normally be managed by an elected Mayor. It is understood that Police Services have yet to be involved in the discussions. The FSA makes no mention of Planning matters with town and parish councils as a legal consultee.
- Some nominations for NALC Star Council Awards in the region have been submitted; including one for SALC (closing date: 25 September 2026).
- It was noted that concerns were raised about several current mayoral positions ceasing to exist after Vesting Day and what this would mean for civic duties, including ceremonial events, such as the Remembrance Sunday Parade and Service in local areas. Some councils are investigating a Charter Trustee as a means of continuing to have a local Mayor.
- The CEO added that the **SALC AGM and Conference will be held on 5 November 2026**, from 10.00am at Silvermere Golf Club, Cobham. Attendance can be in-person or remotely by councillors and officers.

The following updates from NALC were received:

- The AGM will be held on 12 November 2026. It is proposed that the affiliation fees be increased. The fees for large councils will be capped at £2,274 (currently £2,216).
- The CEO added that NALC continues to ensure town and parish councils are involved in LGR and Devolution matters while lobbying central government on key issues of remote council meeting attendance; standards reform; and funding opportunities.

- C 6427)** ➤ NALC is commissioning a review of Model Standing Orders along with survey engagement with local councils to help inform the changes and these should be published in the Autumn.

RESOLVED: noted.

Borough, County Council and Other Updates

C 6428 **ESSA/SCC/RBBC/HTC Joint Council Meeting**

The CEO gave the following comprehensive updates on the meeting, held on 20 July 2026:

- Apologies were received from Members of the principal authorities due to a clash of other meetings.
- The participants were updated on HTC's preparations for its new 5-Year Town Plan, drawing on recent resident survey comments and feedback.
- A feasibility study is underway for a full revamp and redesign options at Horley Recreation Ground.
- HTC will shortly be embarking on another capital project to refurbish the interior of the Innes Sports Pavilion, through the RBBC Community Assets and Support programme and grant, following a successful bid made by the Town Council.
- The freehold asset transfers from RBBC to HTC were progressing with the legal documentation being drawn up.
- Plans to progress a new Parish Charter, which details the Town Council working collaboratively with the principal authorities, was deferred to a future meeting.
- School parking concerns were discussed at The Meadway and Langshott Lane area, as raised by Cllr Baird. It was noted that Cllr Beech will be requesting an update from SCC Highways Officers for reporting at the next meeting.

RESOLVED: noted.

C 6429 **RBBC/HTC Liaison Meetings**

The CEO advised that the next RBBC/HTC Liaison Meeting will be held on 1 September 2026 and requested any agenda items for inclusion, to be sent through to the office. An update on the Town Park will be added at the request of Cllr Marshall.

RESOLVED: noted.

C 6430 **Any Other matters**

Cllr Wooton, Leader of the East Surrey Shadow Authority, gave the following updates:

- The second ESSA Full Council meeting will take place on 29 July 2026.
- A Chief Executive Officer has been appointed and will be recommended for approval at the meeting.
- The West Surrey Shadow Authority is currently in the process of recruiting a Chief Executive Officer.
- By September 2026, decisions will be made on how to separate Surrey between east and west.
- The legal order for the Reigate and Banstead Community Governance Review (CGR) will be put forward to the Executive Meeting in September, for approval. This will include minor changes to Horley Town Council, to increase the number of wards from five to seven; and councillors from 18 to 20. New town councils are proposed for Redhill, Reigate and Dorking, with a parish council in Banstead and surrounding villages.

RESOLVED: noted.

Outside Bodies

C 6431 Horley Community Partnership

There were no updates received.

RESOLVED: noted.

C 6432 Royal British Legion

Cllr Marshall reported that the Horley WI has reached over half of its target of knitted poppies for the memorial park railings for the Remembrance events.

RESOLVED: noted.

C 6433 HTC Grants Scheme – Funding Applications

Members previously considered a grant application from Langshott Allotments Tenants Association (LATA) for £554 to help fund replacement garden tools (following the theft from its lock-up) and a new 240v inverter for its community shelter. It had been agreed to award 50% of the grant and the remaining 50% on the condition that contents insurance was taken out. The applicant had contacted the National Allotment Association who advised that insurance is only available for public liability and not contents. It was suggested that one allotment holder stores the equipment at their home to enable it to be covered under their contents insurance. Cllr Marr proposed that the remaining 50% be awarded on the condition that a copy of the insurance certificate is presented and this was seconded by Cllr Wotton.

RESOLVED: that the remaining 50% from the grant application from Langshott Allotments Tenants Association (LATA), in the sum of £277, be approved, on the condition that an insurance certificate is presented to the Town Council.

C 6434 Any Other Matters

The Assistant CEO advised that an End of Grant Report has been received from Stripey Stork for its Santa Stork programme, which benefitted 88 children in Horley.

RESOLVED: noted.

C 6435 [RBBC Community Asset Transfer and Support \(CATs\) Programme \(CATS\)](#)

The CEO gave the following detailed updates on progress made by the Town Council:

- It is expected that the legal transfers will be executed for Yattendon Park, Bay Close, Riverside Walk plus Freehold Title of Court Lodge Fields (and the former Scout Hut Compound) at the end of July 2026. Handover is expected to be at the end of November and HTC will take over the sites from the first week of December 2026.
- A stand-alone structure has been identified at Riverside Walk which was not disclosed to HTC at the application stage. This is a gauging hut used to monitor the river flow and is owned by the Environment Agency. HTC will contact the EA (on completion) to advise that the Council is the new owner of the land and a Lease Agreement may be negotiated in due course.
- A 5-year commuted sum for maintenance of the new assets has been agreed and will include separate funding for the replacement of the playground equipment at Yattendon Recreation Ground. HTC has successfully applied for a separate grant to cover legal fees incurred through the whole programme.
- Due to the unknown Gatwick Airport NRP expansion works, HTC will not acquire a Freehold Transfer of Church Meadows at the present time but will continue to maintain the site through an existing Devolved Services Agreement.

- C 6435)**
- The Grounds Maintenance contract with Idverde has been re-negotiated and either a variation to the existing contract or letter of agreement to extend the contract by a further two years, will be put in place.
 - Once the asset transfers are complete, HTC will hold a commemorative event with the principal authorities, as well as showcase its achievements with residents.
 - A note of thanks was made to the CEO, HTC officers and consultant, for their commitment to this important work.

RESOLVED: noted.

C 6436 CATS Grant - Innes Sports Pavilion Refurbishment Project, Court Lodge:

It was reported that HTC had been awarded a grant of up to £500k to fund the internal refurbishment of the Innes Sports Pavilion, Court Lodge Fields and the Heads of Terms for the Grant Agreement and conditions were being prepared. The changing rooms will be significantly improved and enlarged to adhere to Sport England requirements. This will include future sustainability features and full utilisation of available space.

Further improvements will be made to the showers, WC areas, boiler room and solar panels will be installed on the roof. HTC is consulting with current users of the facility, including the martial arts tenant and football clubs for input on what they would like to see included in the refurbishment. There are concerns over the relatively short timescales to deliver the project, of 12 months. HTC may need to request a longer duration since a Certificate of Lawfulness is likely to be required, even though the building works fall within Permitted Development and this has been included in the Grant Agreement.

MVL Architects are recommended for appointment to work on Stage 1 of the project to produce sketch designs and the building works are anticipated to start in January 2027. Cllr Marr proposed the fee proposal from MVL be approved for Stages 2-5 of project up to the formal tender phase, in a sum of not exceeding £50,000 including VAT, subject to receipt of the Grant Payment from RBBC and this was seconded by Cllr George.

RESOLVED: that the Fee Proposal from MVL Architects for Stages 2-5 of project up to the formal tender phase, in the sum of not exceeding £50,000 including VAT (subject to receipt of the Grant Payment from Reigate and Banstead Borough Council), be approved.

C 6437 Council Offices – Internal Risk Assessment

RESOLVED: that the updated Risk Assessment of the Town Council offices, Albert Rooms, 92 Albert Road, Horley RH6 7HZ, be adopted. (Proposed by Cllr Marshall; and seconded by Cllr Marr.)

C 6438 Air Quality Monitoring Station Lease, Michael Crescent Centenary Park

The Assistant CEO advised that the Statutory Notice under Section 123 (2A) of the Local Government Act 1972 for the proposed 25-year lease to Reigate and Banstead Borough Council was formally advertised in the Surrey Mirror for two weeks in July, to allow for public responses. As there were no representations or objections received, it was agreed to proceed with the Lease Agreement, proposed by Cllr Marr and seconded by Cllr Blacker.

RESOLVED: That, no representations having been received following publication of the Statutory Notice under Section 123(2A) of the Local Government Act 1972, the Lease Agreement by Horley Town Council with Reigate and Banstead Borough Council for housing its Air Quality Monitoring Station at Michael Crescent Centenary Park, be finalised.

The LGR and Devolution Working Group Chair, Cllr George, gave a detailed update on the meeting held on 23 July 2026, the notes from which had been circulated to members.

The CEO gave further details on the Council's Impact and Capacity Assessment which evaluates how Local Government Reorganisation will affect its services, resources, governance arrangements and future capacity to take on additional responsibilities. She added that due to the Council's growth; and expanding from five to seven wards and 18 to 20 councillors, HTC requires extra experienced staff as part of reorganisation. Consequently, the new vacancy of an Estates, Assets and Contracts Manager has been filled and will be announced in due course.

RESOLVED: noted.

CIL SIP (2) 18: HTC Offices Expansion and Sustainability Project

The CEO gave a comprehensive update on progress with the project in line with the programme and anticipated timescales. HTC is currently on track to reach Practical Completion by Friday 31 July 2026, subject to final sign-off by the Building Control Officer. The replacement rear door will be installed together with handrails on the rear ramp, and the security and CCTV provider will be installing the required automation and intercom facilities before sign-off. HTC's maintenance contractors will be installing an additional protective barrier of posts, at the end of the ramp for safety. The 2.5% retention sum will be held by HTC for 12 months until Final Completion is reached, subject to completion of any outstanding works. HTC will be welcoming back hall hirers shortly. A note of thanks was extended to the whole project management team, working group of councillors and to members who offered to water the plants during the hot weather which helped to maintain the landscaped areas.

RESOLVED: noted.

Communications Working Group

The Communications Working Group Chair, Cllr Easterbrook, gave an update on the meeting held on 7 July 2026, the minutes of which have been circulated. Cllr Easterbrook was re-elected as Chair and advised that the new website upgrade is in progress.

RESOLVED: noted.

Communications Received

None received.

RESOLVED: noted.

Diary Dates

Wednesday 5 August 2026: Emlyn Meadow Day
Tuesday 18 August 2026: Interim Planning Meeting

RESOLVED: noted.

Items for Future Consideration

None were raised.

RESOLVED: noted.

C 6445 Press Release

- Skatepark makeover at Horley Recreation Ground.
- Practical Completion of Council office expansion.

RESOLVED: noted.

C 6446 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.”

C 6447 Confidential Minutes

CONFIDENTIAL

RESOLVED: that the Confidential Minutes of the Council Meeting held on 16 June 2026, be approved.

C 6448 Three-Yearly Tree Survey 2026

CONFIDENTIAL

RESOLVED: To consider the award of the contract for a Tree Surgeon to carry out remedial tree works at Town Council sites, as identified in the three-year tree survey.

C 6449 Horley Recreation Ground Proposed Revamp Masterplan

CONFIDENTIAL

RESOLVED: To approve the appointment of Allen Scott Landscape Architecture, for the next stage of the masterplan landscape improvement options, at a cost of £2,800 plus VAT, to be covered from the Leisure and Amenities Committee’s Earmarked Fund.

Meeting closed at 8.53pm

Date of next meeting: 8 September 2026

List of Mayoral Events 24 July 2026 to 3 September 2026

Date	Event	Location
04/08/2026	Horley Men in Sheds Anniversary Celebration	Victoria Road
07/08/2026	Horley Lions Beer and Cider Festival	Horley Town Football Club

HORLEY TOWN COUNCIL

Joan Walsh
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Polling District and Places Review - Electoral Services
Reigate and Banstead Borough Council
Town Hall, Castlefield Road
Reigate RH2 0SH
Sent by Email: elreg@reigate-banstead.gov.uk

September 2026

Dear Sir / Madam

Reigate and Banstead Polling Places and Polling Districts: Interim Review 2026

Thank you for inviting Horley Town Council to comment on the above **Interim Polling Districts and Polling Places Review**.

We understand the review proposes a number of changes in East Surrey, affecting the **Horley East, Horley West, Salfords & Sidlow** wards. Its purpose is to align polling district boundaries with the parish boundary changes arising from the **R&B Community Governance Review (CGR)** and to implement proposed amendments to some polling places, in advance of the town and parish council elections in May 2027.

We have carefully considered the consultation proposals and timetable accordingly, in line with Borough Council arrangements for considering the outcome of the review before reaching its final determination. It is further noted that this decision will follow consideration in September of the proposed arrangements for currently unparished areas by the East Surrey Shadow Authority, to include minor boundary changes relating to Horley Town Council. We are pleased to set out our comments below, in relation to the Horley wards, under the following set criteria:

- **Electors have reasonable facilities for voting as are practicable**
- **As far as is reasonable and practicable, the polling places are accessible to all electors having regard to the accessibility needs of disabled persons**

It should be noted that some of our comments reflect our views raised during the previous Statutory Review of Polling Districts and Places in January 2025.

1. HORLEY EAST:

Polling Districts: HRC1, HRC2, HRC3, HRC4, HRE3, HRE5

HTC Response: We note the proposals are to split HRC2 into two polling districts (HRC2A and HRC2B) and HRC2B would move from Horley Community Centre to Horley Library. In addition, HRC4 would be split into two polling districts (HRC4A and HRC4B) and HRC4A voters would use Tanyard Barn Community Centre instead of St Francis Church; and HRE5 would move from Tanyard Barn to the Edmonds Hall, Albert Road.

- Horley Town Council is supportive of these proposals as they address a number of concerns we raised previously in relation to Horley East, particularly through the creation of polling district HRC2B. Having a new polling place at Horley Library for the new polling district HRC2B and moving some voters away from Albert Road are sensible measures and improves the geographical spread of polling facilities. We would question if the usual access and security checks for the Library will still be carried out and is it planned to close library facilities on polling days; or will only part of the building be used?

- We wish to point out that polling place HRC2 at Horley Town Council, Albert Road RH6 7HZ has been refurbished with a small rear and side extension together with an increased car park of 20 spaces. The Town Council has notified RBBC Electoral Services that, ahead of polling day in May 2027 for the local elections, a full risk assessment of the venue will be required with a copy furnished to HTC.
- We note that there is no change to the polling station for HRC2A at Horley Community centre. As such, this does not eliminate confusion for some voters, caused previously, over having two different polling places on Albert Road.
- Polling Stations HRC4A and HRE5 at Tanyard Barn Community Centre can be difficult to find and better street signage should be provided to guide voters to the correct location along with adequate parking facilities.

2. HORLEY WEST, SALFORDS & SIDLOW:

Polling Districts: HRE1, HRE2, HRE4, HRW1, HRW2, HRW3, HRW4

HTC Response: We note the proposals are to move polling district HRE4 from Tanyard Barn Community Centre to St Wilfrid's Church; and no other polling place changes are proposed for HRW2 (Pathfinder Scout Hall) and HRW4 (Westvale Park Neighbourhood Hall). We further note that HRE1, HRE2 and HRW1 will remain within the Salfords & Sidlow Parish Council area; and HRE4 and HRW2- will remain within the Horley Town Council area.

- Horley Town Council welcomes and supports the proposed changes to the polling arrangements within Horley West, Salfords & Sidlow.
- The Council supports the proposal to relocate polling district HRE4 from Tanyard Barn Community Centre to St Wilfrid's Church. This change will help simplify polling arrangements by reducing the number of polling stations and electoral registers required at Tanyard Barn Community Centre, thereby making the voting process clearer and more straightforward for electors.
- The proposal also provides greater consistency during Horley Town Council elections, as both HRE4 and HRW2 fall within the Horley North West Town Council ward. Having electors from the same Town Council ward voting at the same polling place represents a logical and practical arrangement that should reduce confusion and improve the overall voter experience.
- In addition, the Council remains supportive of the polling provision at Westvale Park, recognising that the introduction of HRW4 at Westvale Park Community Centre has significantly enhanced accessibility and convenience for residents within this rapidly growing area. The retention of a polling place within Westvale Park ensures that electors have access to a well-located and convenient polling venue close to where they live.

Conclusion:

In summary, Horley Town Council considers these proposals to be reasonable improvements that will simplify electoral administration, improve accessibility for voters and provide polling arrangements that better reflect local communities and town/parish ward boundaries. We recognise that certain polling districts being divided into smaller districts are appropriate to match the proposed new Horley Town Council ward structure. We further support the intended changes to simplify election administration and support the new town/parish council arrangements, expected for the May 2027 elections.

We look forward to hearing the outcomes of the consultation in due course.

Yours faithfully



Joan Walsh
Chief Executive Officer

HORLEY TOWN COUNCIL

Councillors' Audit Certificate

This is to certify that we have today conducted the necessary checks for the month(s):

April 2026

We consider that the accounts have~~have not~~ been properly maintained during the period in question.

Observations (Councillors)	Clerk/ RFO's action
30/4/26 SUM UP £3.33 BACS " R&B £0.05 Z7PMW8RFSB STRUGGLED TO LOCATE MISSION ON S1219138 BANK STATEMENT	Sum up details were available in the sum up statement in the folder
Name: TOM TURNER Signature: _____	Signature: _____
Name: MAGGIE EVANS Signature: _____	
Date: 23.7.26	Date: 23/7/26

HORLEY TOWN COUNCIL

Councillors' Audit Certificate

This is to certify that we have today conducted the necessary checks for the month(s):

May 2026

We consider that the accounts have~~have not~~ been properly maintained during the period in question.

Observations (Councillors)	Clerk/ RFO's action
QUERIED LOAN REPAYMENT - WAS FOR COUNCIL OFFICE PROJECT (PW 494635-A) - ALL GOOD	
Name: MAGGIE EVANS Signature: _____	Signature: _____
Name: TOM TURNER Signature: _____	
Date: 23.7.26	Date: 23/7/26

HORLEY TOWN COUNCIL

Councillors' Audit Certificate

This is to certify that we have today conducted the necessary checks for the month(s):

June 2026

We consider that the accounts have/~~have not~~ been properly maintained during the period in question.

Observations (Councillors)	Clerk/ RFO's action
MILK & MORE - QUERY WHETHER IT MAY APPEAR ON FUTURE STATEMENT (30TH JUNE TRANSACTION) ↓ FOUND ON OTHER STATEMENT (47840519)	All 2 questions answered
Name: MAGGIE EVANS Signature: _____	Signature: _____
Name: TOM TURNER Signature: _____	
Date: 23/7/26	Date: 23/7/26

**Bank Reconciliation Statement as at 30/04/2026
for Cashbook 1 - HSBC Current 51219138**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current 51219138	30/04/2026		83,248.35
			<u>83,248.35</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			83,248.35
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			83,248.35
		Balance per Cash Book is :-	83,248.35
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:15/05/2026

Horley Town Council

Page 1

Time: 15:02

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 2 - HSBC Deposit 01219154

User: SAM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Deposit 01219154	30/04/2026		563,627.86
			<u>563,627.86</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			563,627.86
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			563,627.86
		Balance per Cash Book is :-	563,627.86
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 3 - HSBC Payroll 81345788

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Payroll 81345788	30/04/2026		388.46
			<u>388.46</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			388.46
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			388.46
		Balance per Cash Book is :-	388.46
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 4 - Nationwide Intl 90036306

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Intl 90036306	30/04/2026		25,940.87
			<u>25,940.87</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			25,940.87
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			25,940.87
		Balance per Cash Book is :-	25,940.87
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 5 - FairFX Bank Debit Card

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
FairFX Bank Debit Card	30/04/2026		1,164.18
			<u>1,164.18</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,164.18
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,164.18
		Balance per Cash Book is :-	1,164.18
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 6 - Handelsbanken 50044859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken 50044859	30/04/2026		346,221.89
			<u>346,221.89</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			346,221.89
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			346,221.89
		Balance per Cash Book is :-	346,221.89
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 7 - Safe (unbanked money)

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Safe (Unbanked Money)	30/04/2026		0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 8 - Handelsbanken FT 3786859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken FT 3786859	30/04/2026		257,226.69
			<u>257,226.69</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			257,226.69
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			257,226.69
		Balance per Cash Book is :-	257,226.69
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

01/06/2026

Horley Town Council

09:57

Cashbook transactions totalling £0.00 or more
for the period 01/04/2026 to 30/04/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	HSBC Current 51219138	1	09/04/2026	Transfer	HSBC Deposit 01219154	350,000.00
2	HSBC Deposit 01219154	1	23/04/2026	To Current	HSBC Current 51219138	135,000.00
1	HSBC Current 51219138	1	20/04/2026	To Payrol	HSBC Payroll 81345788	11,000.00
1	HSBC Current 51219138	1	21/04/2026	Payroll 1	HSBC Payroll 81345788	1,000.00
3	HSBC Payroll 81345788	1	28/04/2026	BACS	Net Salaries	12,187.01
1	HSBC Current 51219138	1	23/04/2026	BACS	HMRC	4,472.43
1	HSBC Current 51219138	1	28/04/2026	BACS	Surrey Pensions	3,602.82
1	HSBC Current 51219138	1	01/04/2026	Z7PMW8RF-	Reigate & Banstead Borough Cou	183.53
1	HSBC Current 51219138	1	02/04/2026	INV-0419	AKM Shutters Doors & Gates Ltd	342.00
1	HSBC Current 51219138	1	02/04/2026	260312	Horley Baptist Church	206.00
1	HSBC Current 51219138	1	02/04/2026	10964438	Idverde Limited	6,347.70
1	HSBC Current 51219138	1	02/04/2026	84824	The Playground Inspection Comp	378.00
1	HSBC Current 51219138	1	02/04/2026	6516876	Reigate & Banstead Borough Cou	1.00
1	HSBC Current 51219138	1	02/04/2026	38747/775	RH Uncovered (Mantra Magazines	234.00
1	HSBC Current 51219138	1	02/04/2026	INV-6006	The Great Outdoor Gym Company	16,401.48
1	HSBC Current 51219138	1	13/04/2026	0003592804	Corona Energy	203.13
1	HSBC Current 51219138	1	13/04/2026	0003589860	Corona Energy	165.83
1	HSBC Current 51219138	1	15/04/2026	INV-0442	AKM Shutters Doors & Gates Ltd	2,545.56
1	HSBC Current 51219138	1	15/04/2026	260404	Horley Baptist Church	1,500.00
1	HSBC Current 51219138	1	15/04/2026	5494/95	Bennetts Builders Ltd	3,694.43
1	HSBC Current 51219138	1	15/04/2026	INV-0122	Council HR and Governance Supp	1,260.00
1	HSBC Current 51219138	1	15/04/2026	2783/25	Heatherlands Tree Care	420.00
1	HSBC Current 51219138	1	15/04/2026	INV-001607	Knowles Stained Glassworks Ltd	3,325.50
1	HSBC Current 51219138	1	15/04/2026	SM33223	Rialtas Business Solutions Ltd	3,304.80
1	HSBC Current 51219138	1	15/04/2026	INV-27549	Smartguard Security	616.96
1	HSBC Current 51219138	1	15/04/2026	INV-0082	Surrey Association of Local Co	3,868.93
1	HSBC Current 51219138	1	21/04/2026	EA43074	Earth Anchors Ltd	46.80
1	HSBC Current 51219138	1	21/04/2026	13280	Fry Windows Controls Ltd	1,501.07
1	HSBC Current 51219138	1	21/04/2026	1000074	LG Business Consultants	1,966.20
1	HSBC Current 51219138	1	21/04/2026	INV01759	MVL Architects and Surveyors	9,064.80
1	HSBC Current 51219138	1	24/04/2026	SBS135194	Spitfire Networking Services L	128.69
1	HSBC Current 51219138	1	27/04/2026	5432006	Everflow Water	216.83
1	HSBC Current 51219138	1	28/04/2026	600S2HEUZ	Amazon Business	7.99
1	HSBC Current 51219138	1	28/04/2026	HTC-006	ARAZU Construction Ltd	100,016.98
1	HSBC Current 51219138	1	28/04/2026	26021D	Horley Baptist Church	136.00
1	HSBC Current 51219138	1	28/04/2026	19994510	Corona Energy	182.65
1	HSBC Current 51219138	1	28/04/2026	-001618	Knowles Stained Glassworks Ltd	3,000.00
1	HSBC Current 51219138	1	28/04/2026	INV-6004/5	The Great Outdoor Gym Company	38,510.64
1	HSBC Current 51219138	1	10/04/2026	13292065	HSBC UK Bank PLC	47.20
1	HSBC Current 51219138	1	15/04/2026	GB6T06AAB	Amazon Business	86.81
1	HSBC Current 51219138	1	16/04/2026	INV2242606	Sage UK	69.00
1	HSBC Current 51219138	1	18/04/2026	DD	HSBC	0.50
1	HSBC Current 51219138	1	22/04/2026	106892	Micro Maintenance Limited	507.56
1	HSBC Current 51219138	1	28/04/2026	001/0426	VIRGIN MEDIA BUSINESS	77.04
5	FairFX Bank Debit Card	1	02/04/2026	43320	Email Blaster UK	15.59
5	FairFX Bank Debit Card	1	07/04/2026	E0200YWF6	Microsoft Ireland Operations L	178.00
5	FairFX Bank Debit Card	1	24/04/2026	G154362158	Microsoft Ireland Operations L	99.07
5	FairFX Bank Debit Card	1	13/04/2026	06831521	Adobe Systems Software Ireland	60.66

01/06/2026

Horley Town Council

09:57

Cashbook transactions totalling £0.00 or more
for the period 01/04/2026 to 30/04/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
5	FairFX Bank Debit Card	1	19/04/2026	278431	Sage UK HR	42.00
5	FairFX Bank Debit Card	1	05/04/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	1	05/04/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	1	05/04/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	1	15/04/2026	INV-49611	Equals Money	100.00
5	FairFX Bank Debit Card	1	05/04/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	1	29/04/2026	DD	GiffGaff	6.00
1	HSBC Current 51219138	1	21/04/2026	C6266	Horley Anglican Team Ministry	7,000.00
1	HSBC Current 51219138	1	15/04/2026	To Equals	FairFX Bank Debit Card	1,000.00
1	HSBC Current 51219138	1	28/04/2026	BACS	Fiona Stimpson	48.57
1	HSBC Current 51219138	1	30/04/2026	BACS	SumUp	3.33
1	HSBC Current 51219138	1	30/04/2026	Z7PMW8RF	Reigate & Banstead Borough Cou	0.05

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>	<u>Received From</u>
1	HSBC Current 51219138	1	08/04/2026	349,380.50	Reigate & Banstead BC
2	HSBC Deposit 01219154	1	09/04/2026	350,000.00	HSBC Current 51219138
1	HSBC Current 51219138	1	23/04/2026	135,000.00	HSBC Deposit 01219154
3	HSBC Payroll 81345788	1	20/04/2026	11,000.00	HSBC Current 51219138
3	HSBC Payroll 81345788	1	21/04/2026	1,000.00	HSBC Current 51219138
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1294
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1295
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1296
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1297
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1298
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1299
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1300
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1301
1	HSBC Current 51219138	1	01/04/2026	61.00	Sales Recpts Page 1302
1	HSBC Current 51219138	1	02/04/2026	61.00	Sales Recpts Page 1303
1	HSBC Current 51219138	1	02/04/2026	61.00	Sales Recpts Page 1304
1	HSBC Current 51219138	1	02/04/2026	61.00	Sales Recpts Page 1305
1	HSBC Current 51219138	1	02/04/2026	61.00	Sales Recpts Page 1306
1	HSBC Current 51219138	1	02/04/2026	61.00	Sales Recpts Page 1307
1	HSBC Current 51219138	1	02/04/2026	60.00	Sales Recpts Page 1308
1	HSBC Current 51219138	1	02/04/2026	34.50	Sales Recpts Page 1309
1	HSBC Current 51219138	1	02/04/2026	122.00	Sales Recpts Page 1310
1	HSBC Current 51219138	1	02/04/2026	122.00	Sales Recpts Page 1311
1	HSBC Current 51219138	1	03/04/2026	61.00	Sales Recpts Page 1312
1	HSBC Current 51219138	1	03/04/2026	61.00	Sales Recpts Page 1313
1	HSBC Current 51219138	1	03/04/2026	61.00	Sales Recpts Page 1314
1	HSBC Current 51219138	1	03/04/2026	61.00	Sales Recpts Page 1315
1	HSBC Current 51219138	1	03/04/2026	61.00	Sales Recpts Page 1316
1	HSBC Current 51219138	1	04/04/2026	61.00	Sales Recpts Page 1317
1	HSBC Current 51219138	1	04/04/2026	61.00	Sales Recpts Page 1318
1	HSBC Current 51219138	1	04/04/2026	61.00	Sales Recpts Page 1319
1	HSBC Current 51219138	1	05/04/2026	61.00	Sales Recpts Page 1320
1	HSBC Current 51219138	1	05/04/2026	122.00	Sales Recpts Page 1321

01/06/2026

Horley Town Council

09:57

Cashbook transactions totalling £0.00 or more
for the period 01/04/2026 to 30/04/2026

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>	<u>Received From</u>
1	HSBC Current 51219138	1	07/04/2026	61.00	Sales Recpts Page 1322
1	HSBC Current 51219138	1	07/04/2026	136.00	Sales Recpts Page 1323
1	HSBC Current 51219138	1	08/04/2026	40.00	Sales Recpts Page 1324
1	HSBC Current 51219138	1	09/04/2026	150.00	Sales Recpts Page 1325
1	HSBC Current 51219138	1	10/04/2026	143.00	Sales Recpts Page 1326
1	HSBC Current 51219138	1	10/04/2026	61.00	Sales Recpts Page 1327
1	HSBC Current 51219138	1	11/04/2026	61.00	Sales Recpts Page 1328
1	HSBC Current 51219138	1	11/04/2026	61.00	Sales Recpts Page 1329
1	HSBC Current 51219138	1	11/04/2026	61.00	Sales Recpts Page 1330
1	HSBC Current 51219138	1	12/04/2026	122.00	Sales Recpts Page 1331
1	HSBC Current 51219138	1	13/04/2026	61.00	Sales Recpts Page 1332
1	HSBC Current 51219138	1	13/04/2026	61.00	Sales Recpts Page 1333
1	HSBC Current 51219138	1	13/04/2026	122.00	Sales Recpts Page 1334
1	HSBC Current 51219138	1	13/04/2026	12.00	Sales Recpts Page 1335
1	HSBC Current 51219138	1	14/04/2026	61.00	Sales Recpts Page 1336
1	HSBC Current 51219138	1	14/04/2026	61.00	Sales Recpts Page 1337
1	HSBC Current 51219138	1	15/04/2026	19.17	Sales Recpts Page 1338
1	HSBC Current 51219138	1	16/04/2026	61.00	Sales Recpts Page 1339
1	HSBC Current 51219138	1	18/04/2026	1,009.15	Sales Recpts Page 1340
1	HSBC Current 51219138	1	21/04/2026	36.00	Sales Recpts Page 1341
1	HSBC Current 51219138	1	21/04/2026	136.00	Sales Recpts Page 1342
1	HSBC Current 51219138	1	23/04/2026	68.00	Sales Recpts Page 1343
1	HSBC Current 51219138	1	23/04/2026	68.00	Sales Recpts Page 1344
1	HSBC Current 51219138	1	23/04/2026	68.00	Sales Recpts Page 1345
1	HSBC Current 51219138	1	23/04/2026	121.00	Sales Recpts Page 1346
1	HSBC Current 51219138	1	23/04/2026	61.00	Sales Recpts Page 1347
1	HSBC Current 51219138	1	23/04/2026	136.00	Sales Recpts Page 1348
1	HSBC Current 51219138	1	23/04/2026	68.00	Sales Recpts Page 1349
1	HSBC Current 51219138	1	23/04/2026	122.00	Sales Recpts Page 1350
1	HSBC Current 51219138	1	24/04/2026	0.25	FSSL Client Division
1	HSBC Current 51219138	1	24/04/2026	61.00	Sales Recpts Page 1351
1	HSBC Current 51219138	1	24/04/2026	136.00	Sales Recpts Page 1352
1	HSBC Current 51219138	1	24/04/2026	68.00	Sales Recpts Page 1353
1	HSBC Current 51219138	1	24/04/2026	68.00	Sales Recpts Page 1354
1	HSBC Current 51219138	1	25/04/2026	68.00	Sales Recpts Page 1355
1	HSBC Current 51219138	1	27/04/2026	61.00	Sales Recpts Page 1356
1	HSBC Current 51219138	1	27/04/2026	12.00	Sales Recpts Page 1357
1	HSBC Current 51219138	1	28/04/2026	143.00	Sales Recpts Page 1358
1	HSBC Current 51219138	1	29/04/2026	61.00	Sales Recpts Page 1359
1	HSBC Current 51219138	1	30/04/2026	48.00	Sales Recpts Page 1360
1	HSBC Current 51219138	1	30/04/2026	39.00	Sales Recpts Page 1361
1	HSBC Current 51219138	1	07/04/2026	136.00	Sales Recpts Page 1362
1	HSBC Current 51219138	1	20/04/2026	61.00	Sales Recpts Page 1363
1	HSBC Current 51219138	1	17/04/2026	122.00	Sales Recpts Page 1364
5	FairFX Bank Debit Card	1	15/04/2026	1,000.00	HSBC Current 51219138
1	HSBC Current 51219138	1	27/04/2026	259.71	Lynnette Easterbrook
6	Handelsbanken 50044859	1	30/04/2026	752.40	Handelsbanken

01/06/2026

Horley Town Council

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Cashbook transactions totalling £500.00 or more
for the period 01/04/2026 to 30/04/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	HSBC Current 51219138	1	09/04/2026	Transfer	HSBC Deposit 01219154	350,000.00
2	HSBC Deposit 01219154	1	23/04/2026	To Current	HSBC Current 51219138	135,000.00
1	HSBC Current 51219138	1	20/04/2026	To Payrol	HSBC Payroll 81345788	11,000.00
1	HSBC Current 51219138	1	21/04/2026	Payroll 1	HSBC Payroll 81345788	1,000.00
3	HSBC Payroll 81345788	1	28/04/2026	BACS	Net Salaries	12,187.01
1	HSBC Current 51219138	1	23/04/2026	BACS	HMRC	4,472.43
1	HSBC Current 51219138	1	28/04/2026	BACS	Surrey Pensions	3,602.82
1	HSBC Current 51219138	1	02/04/2026	10964438	Idverde Limited	6,347.70
1	HSBC Current 51219138	1	02/04/2026	INV-6006	The Great Outdoor Gym Company	16,401.48
1	HSBC Current 51219138	1	15/04/2026	INV-0442	AKM Shutters Doors & Gates Ltd	2,545.56
1	HSBC Current 51219138	1	15/04/2026	260404	Horley Baptist Church	1,500.00
1	HSBC Current 51219138	1	15/04/2026	5494/95	Bennetts Builders Ltd	3,694.43
1	HSBC Current 51219138	1	15/04/2026	INV-0122	Council HR and Governance Supp	1,260.00
1	HSBC Current 51219138	1	15/04/2026	INV-001607	Knowles Stained Glassworks Ltd	3,325.50
1	HSBC Current 51219138	1	15/04/2026	SM33223	Rialtas Business Solutions Ltd	3,304.80
1	HSBC Current 51219138	1	15/04/2026	INV-27549	Smartguard Security	616.96
1	HSBC Current 51219138	1	15/04/2026	INV-0082	Surrey Association of Local Co	3,868.93
1	HSBC Current 51219138	1	21/04/2026	13280	Fry Windows Controls Ltd	1,501.07
1	HSBC Current 51219138	1	21/04/2026	1000074	LG Business Consultants	1,966.20
1	HSBC Current 51219138	1	21/04/2026	INV01759	MVL Architects and Surveyors	9,064.80
1	HSBC Current 51219138	1	28/04/2026	HTC-006	ARAZU Construction Ltd	100,016.98
1	HSBC Current 51219138	1	28/04/2026	-001618	Knowles Stained Glassworks Ltd	3,000.00
1	HSBC Current 51219138	1	28/04/2026	INV-6004/5	The Great Outdoor Gym Company	38,510.64
1	HSBC Current 51219138	1	22/04/2026	106892	Micro Maintenance Limited	507.56
1	HSBC Current 51219138	1	21/04/2026	C6266	Horley Anglican Team Ministry	7,000.00
1	HSBC Current 51219138	1	15/04/2026	To Equals	FairFX Bank Debit Card	1,000.00

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>	<u>Received From</u>
1	HSBC Current 51219138	1	08/04/2026	349,380.50	Reigate & Banstead BC
2	HSBC Deposit 01219154	1	09/04/2026	350,000.00	HSBC Current 51219138
1	HSBC Current 51219138	1	23/04/2026	135,000.00	HSBC Deposit 01219154
3	HSBC Payroll 81345788	1	20/04/2026	11,000.00	HSBC Current 51219138
3	HSBC Payroll 81345788	1	21/04/2026	1,000.00	HSBC Current 51219138
1	HSBC Current 51219138	1	18/04/2026	1,009.15	Sales Recpts Page 1340
5	FairFX Bank Debit Card	1	15/04/2026	1,000.00	HSBC Current 51219138
6	Handelsbanken 50044859	1	30/04/2026	752.40	Handelsbanken

List of Payments made between 01/04/2026 and 30/04/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
01/04/2026	Reigate & Banstead Borough Cou	Z7PMW8RF-1	183.53		National Non-Domestic Rate
02/04/2026	AKM Shutters Doors & Gates Ltd	INV-0419	342.00		Cafe fix stuck fire shutters
02/04/2026	Horley Baptist Church	260312	206.00		HIB Awards Eve Hall Booking
02/04/2026	Idverde Limited	10964438	6,347.70		Mar 26 Montly Core Works
02/04/2026	The Playground Inspection Comp	84824	378.00		Outdoor pparks Annual Inspec
02/04/2026	Reigate & Banstead Borough Cou	6516876	1.00		Court Lodge Lease 26/27
02/04/2026	RH Uncovered (Mantra Magazines	38747/775	234.00		ATPF Half Page Advert April
02/04/2026	The Great Outdoor Gym Company	INV-6006	16,401.48		Outdoor gym at M Crescent
09/04/2026	HSBC Deposit 01219154	Transfer	350,000.00		Transfer to Deposit
10/04/2026	HSBC UK Bank PLC	13292065	47.20		Bank Charges for Feb 26
13/04/2026	Corona Energy	0003592804	203.13		Innes Electricity Bill
13/04/2026	Corona Energy	0003589860	165.83		Office Electricity Bill
15/04/2026	AKM Shutters Doors & Gates Ltd	INV-0442	2,545.56		50% Deposit replace fire curt
15/04/2026	Horley Baptist Church	260404	1,500.00		April 2026 rooms hire
15/04/2026	Bennetts Builders Ltd	5494/95	3,694.43		Invoice for work March
15/04/2026	Council HR and Governance Supp	INV-0122	1,260.00		Annual HR & Govern support
15/04/2026	Heatherlands Tree Care	2783/25	420.00		Tree Surgery 24 Mar 2026
15/04/2026	Knowles Stained Glassworks Ltd	INV-001607	3,325.50		Innes windows installation
15/04/2026	Rialtas Business Solutions Ltd	SM33223	3,304.80		5 software licenses for 26/27
15/04/2026	Smartguard Security	INV-27549	616.96		security patrols & unlocks
15/04/2026	Surrey Association of Local Co	INV-0082	3,868.93		SALC Subscription 26/27
15/04/2026	Amazon Business	GB6T06AABE	86.81		A3 and A4 Paper
15/04/2026	FairFX Bank Debit Card	To Equals	1,000.00		Transfer to Equals
16/04/2026	Sage UK	INV2242606	69.00		Sage Payroll
18/04/2026	HSBC	DD	0.50		Bank Charges to Mar 2026
20/04/2026	HSBC Payroll 81345788	To Payrol	11,000.00		Trasnfer to Payroll
21/04/2026	HSBC Payroll 81345788	Payroll 1	1,000.00		Transfer to payroll
21/04/2026	Earth Anchors Ltd	EA43074	46.80		Ancored Fixing Kit
21/04/2026	Fry Windows Controls Ltd	13280	1,501.07		Innes Window Winders
21/04/2026	LG Business Consultants	1000074	1,966.20		Consultancy & project work Mar
21/04/2026	MVL Architects and Surveyors	INV01759	9,064.80		101 - General Correspondance
21/04/2026	Horley Anglican Team Ministry	C6266	7,000.00		Churchyard grant for 2026-27
22/04/2026	Micro Maintenance Limited	106892	507.56		Monthly IT support
23/04/2026	HMRC	BACS	4,472.43		PAYE & NIC
24/04/2026	Spitfire Networking Services L	SBS1351946	128.69		Service Charge
27/04/2026	Everflow Water	5432006	216.83		Water Charges for
28/04/2026	Surrey Pensions	BACS	3,602.82		Pension Contributions April
28/04/2026	Amazon Business	600S2HEUZM	7.99		picture frame
28/04/2026	ARAZU Construction Ltd	HTC-006	100,016.98		Interim Invoice for works
28/04/2026	Horley Baptist Church	26021D	136.00		ATPF hall booking
28/04/2026	Corona Energy	19994510	182.65		Innes Gas Bill
28/04/2026	Knowles Stained Glassworks Ltd	-001618	3,000.00		Deposit for Albert Ro windows
28/04/2026	The Great Outdoor Gym Company	INV-6004/5	38,510.64		Court Lodge outdoor gym

List of Payments made between 01/04/2026 and 30/04/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
28/04/2026	VIRGIN MEDIA BUSINESS	001/0426	77.04		Broadband Charges
28/04/2026	Fiona Stimpson	BACS	48.57		HIB Outlay Feather Flag Fiona
30/04/2026	SumUp	BACS	3.33		Sum Up Bank Charges April
30/04/2026	Reigate & Banstead Borough Cou	Z7PMW8RFSB	0.05		National Non-Domestic Rate
Total Payments			<u>578,692.81</u>		

List of Payments made between 01/04/2026 and 30/04/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
02/04/2026	Email Blaster UK	43320	15.59		2,000 emails per month
05/04/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 1
05/04/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 2
05/04/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 3
05/04/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 4
07/04/2026	Microsoft Ireland Operations L	E0200YWF6R	178.00		Microsoft Office Licenses
13/04/2026	Adobe Systems Software Ireland	06831521	60.66		Acrobat Pro x 3
15/04/2026	Equals Money	INV-49611	100.00		Monthly Account Fee Jan-April
19/04/2026	Sage UK HR	278431	42.00		Leave Management x 7
24/04/2026	Microsoft Ireland Operations L	G154362158	99.07		Microsoft teams billing
29/04/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 5
Total Payments			525.32		

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ALLCAUL001	Mrs Lucy Causton	31/03/2026	ALT481	61.00	0.00	61.00	0.00	01/04/2026	2
				Receipt Total	0.00	61.00			
ALLCASJ001	Jamie Castles	31/03/2026	ALT470	61.00	0.00	61.00	0.00	01/04/2026	2
				Receipt Total	0.00	61.00			
ALLWADM001	Mr Michael Wadham	31/03/2026	ALT469	61.00	0.00	61.00	0.00	01/04/2026	2
				Receipt Total	0.00	61.00			
ALLDONX001	Mr Xujun Dong	31/03/2026	ALT463	61.00	0.00	61.00	0.00	01/04/2026	2
				Receipt Total	0.00	61.00			
ALLSMIA001	Ms Ali Smith	31/03/2026	ALT452	61.00	0.00	61.00	0.00	01/04/2026	2
				Receipt Total	0.00	61.00			
ALLBEVH001	Ms Holly Bevan	31/03/2026	ALT507	61.00	0.00	61.00	0.00	01/04/2026	2
				Receipt Total	0.00	61.00			
ALLHARB001	Mr Bradley Harris	31/03/2026	ALT488	61.00	0.00	61.00	0.00	01/04/2026	2
				Receipt Total	0.00	61.00			
ALLHARB001	Mr Bradley Harris	31/03/2026	ALT486	61.00	0.00	61.00	0.00	01/04/2026	2
				Receipt Total	0.00	61.00			
ALLROBS001	Ms Samantha-Lea Roberts	31/03/2026	ALT522	121.00	0.00	61.00	60.00	01/04/2026	2
				Receipt Total	0.00	61.00			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ALLDAVB001	Mr Benjamin Davis	31/03/2026	ALT521	61.00	0.00	61.00	0.00	02/04/2026	2
				Receipt Total	0.00	61.00			
ALLGRIN001	Ms Natalie Griffiths	31/03/2026	ALT501	61.00	0.00	61.00	0.00	02/04/2026	2
				Receipt Total	0.00	61.00			
ALLRAVP001	Ms Peggy Ravoux	31/03/2026	ALT472	61.00	0.00	61.00	0.00	02/04/2026	2
				Receipt Total	0.00	61.00			
ALLLONC001	Mr Chris & Maureen Long	31/03/2026	ALT471	61.00	0.00	61.00	0.00	02/04/2026	2
				Receipt Total	0.00	61.00			
ALLHUGB001	Ms Betty Hugill	31/03/2026	ALT508	61.00	0.00	61.00	0.00	02/04/2026	2
				Receipt Total	0.00	61.00			
ALLROBS001	Ms Samantha-Lea Roberts	31/03/2026	ALT522	60.00	0.00	60.00	0.00	02/04/2026	2
				Receipt Total	0.00	60.00			
FRI001	Friends of Trinity Oaks	15/04/2025	1125	34.50	0.00	34.50	0.00	02/04/2026	1
				Receipt Total	0.00	34.50			
ALLMIDN001	Ms Nancy Middleton	31/03/2026	ALT493	61.00	0.00	61.00	0.00	02/04/2026	2
		31/03/2026	ALT494	61.00	0.00	61.00	0.00	02/04/2026	2
				Receipt Total	0.00	122.00			
ALLBROM001	Mr Mick Brooks	31/03/2026	ALT505	61.00	0.00	61.00	0.00	02/04/2026	2
		31/03/2026	ALT506	61.00	0.00	61.00	0.00	02/04/2026	2
				Receipt Total	0.00	122.00			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ALLNEIK001	Ms Kellie Neilson	31/03/2026	ALT509	61.00	0.00	61.00	0.00	03/04/2026	2
				Receipt Total	0.00	61.00			
ALLNEWB001	Mr Brett Newton	31/03/2026	ALT460	61.00	0.00	61.00	0.00	03/04/2026	2
				Receipt Total	0.00	61.00			
ALLCLIC001	Mrs Claire Cline	31/03/2026	ALT468	61.00	0.00	61.00	0.00	03/04/2026	2
				Receipt Total	0.00	61.00			
ALLSTRL001	Ms Lindy and Richard Strudwick	31/03/2026	ALT495	61.00	0.00	61.00	0.00	03/04/2026	2
				Receipt Total	0.00	61.00			
ALLSTRL001	Ms Lindy and Richard Strudwick	31/03/2026	ALT496	61.00	0.00	61.00	0.00	03/04/2026	2
				Receipt Total	0.00	61.00			
ALLBOXL001	Mr Lee Boxall	31/03/2026	ALT489	61.00	0.00	61.00	0.00	04/04/2026	2
				Receipt Total	0.00	61.00			
ALLTURK001	Ms Katherine Turk	31/03/2026	ALT483	61.00	0.00	61.00	0.00	04/04/2026	2
				Receipt Total	0.00	61.00			
ALLTURK001	Ms Katherine Turk	31/03/2026	ALT484	61.00	0.00	61.00	0.00	04/04/2026	2
				Receipt Total	0.00	61.00			
ALLWITS001	Ms Stella Witham	31/03/2026	ALT455	61.00	0.00	61.00	0.00	05/04/2026	2
				Receipt Total	0.00	61.00			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ALLPEAK001	Ms Katherine Pearce								
		31/03/2026	ALT457	61.00	0.00	61.00	0.00	05/04/2026	2
		31/03/2026	ALT461	61.00	0.00	61.00	0.00	05/04/2026	2
			Receipt Total		0.00	122.00			
ALLPREI001	Mr Ian & Julie Preddy								
		31/03/2026	ALT465	61.00	0.00	61.00	0.00	07/04/2026	2
			Receipt Total		0.00	61.00			
ALLFOWK001	Ms Kerry Fowler								
		07/04/2026	ALT532	136.00	0.00	136.00	0.00	07/04/2026	2
			Receipt Total		0.00	136.00			
NAP001	Napoli On Wheels Reloaded Limited								
		07/04/2026	1294	40.00	0.00	40.00	0.00	08/04/2026	1
			Receipt Total		0.00	40.00			
GTW001	Gatwick Warriors								
		07/04/2026	1295	266.55	0.00	150.00	116.55	09/04/2026	1
			Receipt Total		0.00	150.00			
ALLMARD002	Ms Dina Martins								
		07/04/2026	ALT533	143.00	0.00	143.00	0.00	10/04/2026	2
			Receipt Total		0.00	143.00			
ALLADAN001	Ms Natalie Adams								
		31/03/2026	ALT487	61.00	0.00	61.00	0.00	10/04/2026	2
			Receipt Total		0.00	61.00			
ALLBARP001	Ms Pearl Barnard								
		31/03/2026	ALT513	61.00	0.00	61.00	0.00	11/04/2026	2
			Receipt Total		0.00	61.00			
ALLCARL001	Ms Laura Carter								
		31/03/2026	ALT453	61.00	0.00	61.00	0.00	11/04/2026	2
			Receipt Total		0.00	61.00			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ALLHOYE001	Emma and Jim Hoyland								
		31/03/2026	ALT512	61.00	0.00	61.00	0.00	11/04/2026	2
				Receipt Total	0.00	61.00			
ALLARNM001	Ms Marta Arnold								
		31/03/2026	ALT458	61.00	0.00	61.00	0.00	12/04/2026	2
		31/03/2026	ALT459	61.00	0.00	61.00	0.00	12/04/2026	2
				Receipt Total	0.00	122.00			
ALLBRAK001	Mr Kristoffer Bray								
		31/03/2026	ALT491	61.00	0.00	61.00	0.00	13/04/2026	2
				Receipt Total	0.00	61.00			
ALLBRAK001	Mr Kristoffer Bray								
		31/03/2026	ALT517	61.00	0.00	61.00	0.00	13/04/2026	2
				Receipt Total	0.00	61.00			
ALLNEWG001	Mr Graham Newbury								
		31/03/2026	ALT497	61.00	0.00	61.00	0.00	13/04/2026	2
		31/03/2026	ALT499	61.00	0.00	61.00	0.00	13/04/2026	2
				Receipt Total	0.00	122.00			
MS001	Martin Saunders								
		13/04/2026	1304	12.00	0.00	12.00	0.00	13/04/2026	1
				Receipt Total	0.00	12.00			
ALLTHOJ001	Mr Jason Thorne								
		31/03/2026	ALT464	61.00	0.00	61.00	0.00	14/04/2026	2
				Receipt Total	0.00	61.00			
ALLMARD001	Mr Darren Martin								
		31/03/2026	ALT490	61.00	0.00	61.00	0.00	14/04/2026	2
				Receipt Total	0.00	61.00			
IFI001	Ifield Sports FC								
		07/04/2026	1296	19.17	0.00	19.17	0.00	15/04/2026	1
				Receipt Total	0.00	19.17			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ALLGWAP001	Ms Patience Gwaze	31/03/2026	ALT498	61.00	0.00	61.00	0.00	16/04/2026	2
				Receipt Total	0.00	61.00			
FUZ001	Fuzion Martial Arts - Sean Reynolds	20/01/2026	1266	1,009.15	0.00	1,009.15	0.00	18/04/2026	1
				Receipt Total	0.00	1,009.15			
COP001	Copthorne Prep School	14/04/2026	1305	36.00	0.00	36.00	0.00	21/04/2026	1
				Receipt Total	0.00	36.00			
ALLPARA001	Mr Andrew Parkins	21/04/2026	ALT534	136.00	0.00	136.00	0.00	21/04/2026	2
				Receipt Total	0.00	136.00			
ALLTICL001	Mrs Louise Tickner	31/01/2026	ALT424	68.00	0.00	68.00	0.00	23/04/2026	2
				Receipt Total	0.00	68.00			
ALLLAWM001	Ms Maxine Lawson	31/01/2026	ALT394	68.00	0.00	68.00	0.00	23/04/2026	2
				Receipt Total	0.00	68.00			
ALLMEAR001	Mr Rod Mearing	31/01/2026	ALT450	68.00	0.00	68.00	0.00	23/04/2026	2
				Receipt Total	0.00	68.00			
ALLDIXH001	Howard & Gemma Dix	31/03/2026	ALT527	121.00	0.00	121.00	0.00	23/04/2026	2
				Receipt Total	0.00	121.00			
ALLMORP001	Mrs Pamela Morris	31/03/2026	ALT462	61.00	0.00	61.00	0.00	23/04/2026	2
				Receipt Total	0.00	61.00			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ALLAGAD001	Mr David Agate								
		23/04/2026	ALT536	136.00	0.00	136.00	0.00	23/04/2026	2
				Receipt Total	0.00	136.00			
ALLBEAN001	Mr Nick Beach								
		31/01/2026	ALT422	68.00	0.00	68.00	0.00	23/04/2026	2
				Receipt Total	0.00	68.00			
ALLBECK001	Mr Kevin Beckitt								
		31/03/2026	ALT518	61.00	0.00	61.00	0.00	23/04/2026	2
		31/03/2026	ALT519	61.00	0.00	61.00	0.00	23/04/2026	2
				Receipt Total	0.00	122.00			
ALLSMAM001	Mr Mark Smalley								
		31/03/2026	ALT510	61.00	0.00	61.00	0.00	24/04/2026	2
				Receipt Total	0.00	61.00			
ALLKOLV001	Ms Viliana Koleva								
		23/04/2026	ALT535	136.00	0.00	136.00	0.00	24/04/2026	2
				Receipt Total	0.00	136.00			
ALLGARM001	Mr Mark Gardiner								
		31/01/2026	ALT409	68.00	0.00	68.00	0.00	24/04/2026	2
				Receipt Total	0.00	68.00			
ALLGARM001	Mr Mark Gardiner								
		31/01/2026	ALT433	68.00	0.00	68.00	0.00	24/04/2026	2
				Receipt Total	0.00	68.00			
ALLSMIH001	Ms Helen Smith								
		31/01/2026	ALT406	68.00	0.00	68.00	0.00	25/04/2026	2
				Receipt Total	0.00	68.00			
ALLCUTM001	Mr Michael Cutts								
		31/03/2026	ALT478	61.00	0.00	61.00	0.00	27/04/2026	2
				Receipt Total	0.00	61.00			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
LOW001	Lowfield Heath Windmill Trust	27/04/2026	1309	12.00	0.00	12.00	0.00	27/04/2026	1
				Receipt Total	0.00	12.00			
ALLROBN001	Ms Nicola Robinson	23/04/2026	ALT537	143.00	0.00	143.00	0.00	28/04/2026	2
				Receipt Total	0.00	143.00			
ALLARYY001	Ms Yvonne Aryitey	31/03/2026	ALT474	61.00	0.00	61.00	0.00	29/04/2026	2
				Receipt Total	0.00	61.00			
ALLSKOW001	Mr Wojciech Skowronek	31/03/2026	ALT502	61.00	0.00	48.00	13.00	30/04/2026	2
				Receipt Total	0.00	48.00			
SAL001	Surrey ALC Limited (Anna Beams)	19/06/2025	1165	39.00	0.00	39.00	0.00	30/04/2026	1
				Receipt Total	0.00	39.00			
ALLHOYP001	Mr Peter Hoyles	31/03/2026	ALT454	136.00	0.00	136.00	0.00	07/04/2026	2
				Receipt Total	0.00	136.00			
ALLCOXA001	Mr Andy & Vanessa Cox	31/03/2026	ALT476	61.00	0.00	61.00	0.00	20/04/2026	2
				Receipt Total	0.00	61.00			
ALLSMIR001	Mr Richard & Heather Smith	31/03/2026	ALT480	61.00	0.00	61.00	0.00	17/04/2026	2
		31/03/2026	ALT482	61.00	0.00	61.00	0.00	17/04/2026	2
				Receipt Total	0.00	122.00			
				Total Receipts Entered for Month 1	0.00	6,194.82			

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 1 - HSBC Current 51219138

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current 51219138	31/05/2026		100,664.45
			<u>100,664.45</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			100,664.45
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			100,664.45
		Balance per Cash Book is :-	100,664.45
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 2 - HSBC Deposit 01219154

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Deposit 01219154	31/05/2026		503,627.86
			<u>503,627.86</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			503,627.86
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			503,627.86
		Balance per Cash Book is :-	503,627.86
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 3 - HSBC Payroll 81345788

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Payroll 81345788	31/05/2026		701.67
			<u>701.67</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			701.67
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			701.67
		Balance per Cash Book is :-	701.67
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 4 - Nationwide Intl 90036306

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Intl 90036306	31/05/2026		25,940.87
			<u>25,940.87</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			25,940.87
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			25,940.87
		Balance per Cash Book is :-	25,940.87
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:09/06/2026

Horley Town Council

Page 1

Time: 15:18

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 5 - FairFX Bank Debit Card

User: SAM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
FairFX Bank Debit Card	31/05/2026		1,379.51
			<u>1,379.51</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,379.51
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,379.51
		Balance per Cash Book is :-	1,379.51
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:09/06/2026

Horley Town Council

Page 1

Time: 15:45

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 6 - Handelsbanken 50044859

User: SAM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken 50044859	31/05/2026		346,221.89
			<u>346,221.89</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			346,221.89
<u>Unpresented Receipts (Plus)</u>			
31/05/2026 HBMay		779.34	
			<u>779.34</u>
			347,001.23
		Balance per Cash Book is :-	347,001.23
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 7 - Safe (unbanked money)

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Safe (Unbanked Money)	31/05/2026		0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 8 - Handelsbanken FT 3786859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken FT 3786859	31/05/2026		257,226.69
			<u>257,226.69</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			257,226.69
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			257,226.69
		Balance per Cash Book is :-	257,226.69
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

09/06/2026

Horley Town Council

16:00

Cashbook transactions totalling £0.00 or more
for the period 01/05/2026 to 31/05/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	HSBC Current 51219138	2	19/05/2026	DD	HSBC	0.50
1	HSBC Current 51219138	2	01/05/2026	Z7PMW8RF-	Reigate & Banstead Borough Cou	184.00
1	HSBC Current 51219138	2	07/05/2026	6102/6ZMCK	Amazon Business	146.56
1	HSBC Current 51219138	2	07/05/2026	0967313/15	Idverde Limited	10,924.98
1	HSBC Current 51219138	2	07/05/2026	INV-001619	Knowles Stained Glassworks Ltd	1,332.00
1	HSBC Current 51219138	2	11/05/2026	13367203	HSBC UK Bank PLC	133.60
1	HSBC Current 51219138	2	13/05/2026	AUB16187	AUBERGINE 262 LTD	1,497.60
1	HSBC Current 51219138	2	13/05/2026	20061822	Corona Energy	137.89
1	HSBC Current 51219138	2	13/05/2026	INV-27672	Smartguard Security	564.46
1	HSBC Current 51219138	2	13/05/2026	IV00132	Temcon Air Conditioning	168.00
1	HSBC Current 51219138	2	18/05/2026	INV2257295	Sage UK	69.00
1	HSBC Current 51219138	2	20/05/2026	GB615RPSA	Amazon Business	51.97
1	HSBC Current 51219138	2	20/05/2026	22027	County Tree Surgeons Ltd	600.00
1	HSBC Current 51219138	2	20/05/2026	IN 600008	Don Ruffles Limited	4,501.20
1	HSBC Current 51219138	2	20/05/2026	10578	Jarrett & Lam Ltd	114.00
1	HSBC Current 51219138	2	20/05/2026	1000075	LG Business Consultants	1,818.00
1	HSBC Current 51219138	2	22/05/2026	106944	Micro Maintenance Limited	507.56
1	HSBC Current 51219138	2	22/05/2026	SBS135718	Spitfire Networking Services L	128.69
1	HSBC Current 51219138	2	28/05/2026	001/0526	VIRGIN MEDIA BUSINESS	76.20
1	HSBC Current 51219138	2	29/05/2026	HTC-007	ARAZU Construction Ltd	56,565.40
1	HSBC Current 51219138	2	18/05/2026	03673833	Corona Energy	176.14
1	HSBC Current 51219138	2	29/05/2026	003733046	Corona Energy	9.62
5	FairFX Bank Debit Card	2	28/05/2026	5535891	Everflow Water	633.67
5	FairFX Bank Debit Card	2	13/05/2026	INV-53424	Equals Money	25.00
5	FairFX Bank Debit Card	2	02/05/2026	43735	Email Blaster UK	15.59
5	FairFX Bank Debit Card	2	06/05/2026	INV-01782	National Association of Local	60.00
5	FairFX Bank Debit Card	2	07/05/2026	E0200Z57JD	Microsoft Ireland Operations L	178.00
5	FairFX Bank Debit Card	2	13/05/2026	008873971	Adobe Systems Software Ireland	60.66
5	FairFX Bank Debit Card	2	19/05/2026	285131	Sage UK HR	42.00
5	FairFX Bank Debit Card	2	24/05/2026	G160463056	Microsoft Ireland Operations L	99.07
5	FairFX Bank Debit Card	2	15/05/2026	DD	Interflora	62.00
5	FairFX Bank Debit Card	2	19/05/2026	DD	Interflora	45.50
5	FairFX Bank Debit Card	2	21/05/2026	DD	Interflora	45.50
5	FairFX Bank Debit Card	2	16/05/2026	DD	Waitrose	121.35
5	FairFX Bank Debit Card	2	05/05/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	2	05/05/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	2	05/05/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	2	05/05/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	2	29/05/2026	DD	GiffGaff	6.00
1	HSBC Current 51219138	2	20/05/2026	DD	Joan Walsh	25.00
1	HSBC Current 51219138	2	20/05/2026	4162	Dapper Shoes	92.50
1	HSBC Current 51219138	2	28/05/2026	05535891	Everflow Water	633.67
1	HSBC Current 51219138	2	26/05/2026	BACS	HMRC	4,944.48
1	HSBC Current 51219138	2	27/05/2026	PW494635-A	Public Work's Loan Board	9,772.46
2	HSBC Deposit 01219154	2	22/05/2026	To current	HSBC Current 51219138	60,000.00
1	HSBC Current 51219138	2	20/05/2026	To Payroll	HSBC Payroll 81345788	12,500.00
3	HSBC Payroll 81345788	2	28/05/2026	BACS	Net Salaries	12,186.79
1	HSBC Current 51219138	2	15/05/2026	ICO-2026	Information Commissioner's Off	47.00

09/06/2026

Horley Town Council

16:00

Cashbook transactions totalling £0.00 or more
for the period 01/05/2026 to 31/05/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	HSBC Current 51219138	2	13/05/2026	1000	FairFX Bank Debit Card	1,000.00

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>	<u>Received From</u>
1	HSBC Current 51219138	2	04/05/2026	61.00	Sales Recpts Page 1366
1	HSBC Current 51219138	2	06/05/2026	1,557.00	Sales Recpts Page 1367
1	HSBC Current 51219138	2	07/05/2026	1,600.00	Sales Recpts Page 1368
1	HSBC Current 51219138	2	09/05/2026	150.00	Sales Recpts Page 1369
1	HSBC Current 51219138	2	29/05/2026	3,569.38	Sales Recpts Page 1370
1	HSBC Current 51219138	2	22/05/2026	60,000.00	HSBC Deposit 01219154
3	HSBC Payroll 81345788	2	20/05/2026	12,500.00	HSBC Current 51219138
1	HSBC Current 51219138	2	07/05/2026	58,668.20	HMRC
1	HSBC Current 51219138	2	05/05/2026	533.00	Mayors Charity
5	FairFX Bank Debit Card	2	13/05/2026	1,000.00	HSBC Current 51219138
6	Handelsbanken 50044859	2	31/05/2026	779.34	Handelsbanken

09/06/2026

Horley Town Council

16:00

Cashbook transactions totalling £500.00 or more
for the period 01/05/2026 to 31/05/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	HSBC Current 51219138	2	07/05/2026	0967313/15	Idverde Limited	10,924.98
1	HSBC Current 51219138	2	07/05/2026	INV-001619	Knowles Stained Glassworks Ltd	1,332.00
1	HSBC Current 51219138	2	13/05/2026	AUB16187	AUBERGINE 262 LTD	1,497.60
1	HSBC Current 51219138	2	13/05/2026	INV-27672	Smartguard Security	564.46
1	HSBC Current 51219138	2	20/05/2026	22027	County Tree Surgeons Ltd	600.00
1	HSBC Current 51219138	2	20/05/2026	IN 600008	Don Ruffles Limited	4,501.20
1	HSBC Current 51219138	2	20/05/2026	1000075	LG Business Consultants	1,818.00
1	HSBC Current 51219138	2	22/05/2026	106944	Micro Maintenance Limited	507.56
1	HSBC Current 51219138	2	29/05/2026	HTC-007	ARAZU Construction Ltd	56,565.40
5	FairFX Bank Debit Card	2	28/05/2026	5535891	Everflow Water	633.67
1	HSBC Current 51219138	2	28/05/2026	05535891	Everflow Water	633.67
1	HSBC Current 51219138	2	26/05/2026	BACS	HMRC	4,944.48
1	HSBC Current 51219138	2	27/05/2026	PW494635-A	Public Work's Loan Board	9,772.46
2	HSBC Deposit 01219154	2	22/05/2026	To current	HSBC Current 51219138	60,000.00
1	HSBC Current 51219138	2	20/05/2026	To Payroll	HSBC Payroll 81345788	12,500.00
3	HSBC Payroll 81345788	2	28/05/2026	BACS	Net Salaries	12,186.79
1	HSBC Current 51219138	2	13/05/2026	1000	FairFX Bank Debit Card	1,000.00

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>	<u>Received From</u>
1	HSBC Current 51219138	2	06/05/2026	1,557.00	Sales Recpts Page 1367
1	HSBC Current 51219138	2	07/05/2026	1,600.00	Sales Recpts Page 1368
1	HSBC Current 51219138	2	29/05/2026	3,569.38	Sales Recpts Page 1370
1	HSBC Current 51219138	2	22/05/2026	60,000.00	HSBC Deposit 01219154
3	HSBC Payroll 81345788	2	20/05/2026	12,500.00	HSBC Current 51219138
1	HSBC Current 51219138	2	07/05/2026	58,668.20	HMRC
1	HSBC Current 51219138	2	05/05/2026	533.00	Mayors Charity
5	FairFX Bank Debit Card	2	13/05/2026	1,000.00	HSBC Current 51219138
6	Handelsbanken 50044859	2	31/05/2026	779.34	Handelsbanken

List of Payments made between 01/05/2026 and 31/05/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
01/05/2026	Reigate & Banstead Borough Cou	Z7PMW8RF-2	184.00		National Non-Domestic Rate
07/05/2026	Amazon Business	6102/6ZMCK	146.56		office supplies
07/05/2026	Idverde Limited	0967313/15	10,924.98		planting project at Innes
07/05/2026	Knowles Stained Glassworks Ltd	INV-001619	1,332.00		Balance for Office windows
11/05/2026	HSBC UK Bank PLC	13367203	133.60		Bank Charges for Mar 26
13/05/2026	AUBERGINE 262 LTD	AUB16187	1,497.60		WCAG website set up
13/05/2026	Corona Energy	20061822	137.89		Innes Gas Bill
13/05/2026	Smartguard Security	INV-27672	564.46		security patrols & unlocks
13/05/2026	Temcon Air Conditioning	IV00132	168.00		service 2 cassette units @cafe
13/05/2026	FairFX Bank Debit Card	1000	1,000.00		Transfer to Equals
15/05/2026	Information Commissioner's Off	ICO-2026	47.00		ICO Charge 2026
18/05/2026	Sage UK	INV2257295	69.00		Sage Payroll
18/05/2026	Corona Energy	03673833	176.14		Innes Electricity Bill
19/05/2026	HSBC	DD	0.50		Bank Charges
20/05/2026	Amazon Business	GB615RPSAB	51.97		Keyboards and stapler
20/05/2026	County Tree Surgeons Ltd	22027	600.00		Riverside Walk tree survey
20/05/2026	Don Ruffles Limited	IN 600008	4,501.20		New office furniture
20/05/2026	Jarrett & Lam Ltd	10578	114.00		SSL Certificate for website
20/05/2026	LG Business Consultants	1000075	1,818.00		Consultancy & project work Apr
20/05/2026	Joan Walsh	DD	25.00		Eye test refund
20/05/2026	Dapper Shoes	4162	92.50		Engraved HIB trophies
20/05/2026	HSBC Payroll 81345788	To Payroll	12,500.00		Transfer to Payroll
22/05/2026	Micro Maintenance Limited	106944	507.56		Monthly IT support
22/05/2026	Spitfire Networking Services L	SBS1357187	128.69		Service Charge
26/05/2026	HMRC	BACS	4,944.48		PAYE & NIC April
27/05/2026	Public Work's Loan Board	PW494635-A	9,772.46		PWB loan repayment Office
28/05/2026	VIRGIN MEDIA BUSINESS	001/0526	76.20		Broadband Charges
28/05/2026	Everflow Water	05535891	633.67		fix water charges for
29/05/2026	ARAZU Construction Ltd	HTC-007	56,565.40		Interim Invoice for works
29/05/2026	Corona Energy	003733046	9.62		Office Electricity Bill
Total Payments			108,722.48		

List of Payments made between 01/05/2026 and 31/05/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
02/05/2026	Email Blaster UK	43735	15.59		2,000 emails per month
05/05/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 1
05/05/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 2
05/05/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 3
05/05/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 4
06/05/2026	National Association of Local	INV-01782	60.00		1x Cllr Planning training
07/05/2026	Microsoft Ireland Operations L	E0200Z57JD	178.00		Microsoft Office Licenses
13/05/2026	Equals Money	INV-53424	25.00		Monthly Account Fee May
13/05/2026	Adobe Systems Software Ireland	008873971	60.66		Acrobat Pro x 3
15/05/2026	Interflora	DD	62.00		Flowers for L Easterbrook
16/05/2026	Waitrose	DD	121.35		Food and drinks for ATPF
19/05/2026	Sage UK HR	285131	42.00		Leave Management x 7
19/05/2026	Interflora	DD	45.50		Flowers for S Mearing
21/05/2026	Interflora	DD	45.50		flowers for E Fagan
24/05/2026	Microsoft Ireland Operations L	G160463056	99.07		Microsoft teams billing
28/05/2026	Everflow Water	5535891	633.67		water charges for
28/05/2026	Everflow Water	5535891CN	-633.67		CN water charges for
29/05/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 5
Total Payments			784.67		

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
BEA001	Beach's Funfair								
		23/04/2026	CN125	-500.00	0.00	-500.00	0.00	01/05/2026	1
		16/03/2026	1288	2,100.00	0.00	500.00	1,600.00	01/05/2026	1
			Receipt Total		0.00	0.00			
ALLWHIA001	Ms Aneliese Whittaker								
		31/03/2026	ALT500	61.00	0.00	61.00	0.00	04/05/2026	2
			Receipt Total		0.00	61.00			
WIL01	WILF'S CAFE LTD								
		20/04/2026	1306	1,557.00	0.00	1,557.00	0.00	06/05/2026	1
			Receipt Total		0.00	1,557.00			
BEA001	Beach's Funfair								
		16/03/2026	1288	1,600.00	0.00	1,600.00	0.00	07/05/2026	1
			Receipt Total		0.00	1,600.00			
GTW002	Gatwick Warriors Adult Team								
		09/05/2026	Payment 146-1	0.00	0.00	150.00	-150.00	09/05/2026	1
			Receipt Total		0.00	150.00			
HBC001	HORLEY BOWLING CLUB								
		09/04/2026	1302	301.00	0.00	301.00	0.00	11/05/2026	1
			Receipt Total		0.00	301.00			
FRI001	Friends of Trinity Oaks								
		11/05/2026	1311	36.00	0.00	36.00	0.00	11/05/2026	1
			Receipt Total		0.00	36.00			
LOW001	Lowfield Heath Windmill Trust								
		11/05/2026	1312	12.00	0.00	12.00	0.00	12/05/2026	1
			Receipt Total		0.00	12.00			
REI001	Reigate & Banstead Borough Council								
		09/04/2026	1303	1,700.00	0.00	1,700.00	0.00	14/05/2026	1
			Receipt Total		0.00	1,700.00			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ALLWOOG001	Ms Gayle Wood	15/05/2026	ALT538	136.00	0.00	136.00	0.00	15/05/2026	2
				Receipt Total	0.00	136.00			
HOR005	Horley United	18/05/2026	1315	121.59	0.00	121.59	0.00	19/05/2026	1
				Receipt Total	0.00	121.59			
LIT001	Little Kickers	18/05/2026	1313	75.00	0.00	75.00	0.00	21/05/2026	1
				Receipt Total	0.00	75.00			
FUZ001	Fuzion Martial Arts - Sean Reynolds	20/02/2026	1280	1,038.79	0.00	1,038.79	0.00	21/05/2026	1
				Receipt Total	0.00	1,038.79			
ALLSKOW001	Mr Wojciech Skowronek	31/03/2026	ALT502	13.00	0.00	13.00	0.00	29/05/2026	2
				Receipt Total	0.00	13.00			
ALLKELS002	Ms Stephanie Kelly	15/05/2026	ALT539	136.00	0.00	136.00	0.00	29/05/2026	2
				Receipt Total	0.00	136.00			
				Total Receipts Entered for Month 2	0.00	6,937.38			

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 1 - HSBC Current 51219138

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current 51219138	30/06/2026		144,658.08
			<u>144,658.08</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			144,658.08
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			144,658.08
		Balance per Cash Book is :-	144,658.08
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 2 - HSBC Deposit 01219154

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Deposit 01219154	30/06/2026		415,113.03
			<u>415,113.03</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			415,113.03
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			415,113.03
		Balance per Cash Book is :-	415,113.03
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:16/07/2026

Horley Town Council

Page 1

Time: 10:54

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 3 - HSBC Payroll 81345788

User: SAM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Payroll 81345788	30/06/2026		1,015.28
			<u>1,015.28</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,015.28
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,015.28
		Balance per Cash Book is :-	1,015.28
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 4 - Nationwide Intl 90036306

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Intl 90036306	30/06/2026		25,940.87
			<u>25,940.87</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			25,940.87
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			25,940.87
		Balance per Cash Book is :-	25,940.87
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:16/07/2026

Horley Town Council

Page 1

Time: 11:03

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 5 - FairFX Bank Debit Card

User: SAM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
FairFX Bank Debit Card	30/06/2026		743.68
			<u>743.68</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			743.68
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			743.68
		Balance per Cash Book is :-	743.68
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 6 - Handelsbanken 50044859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken 50044859	30/06/2026		347,756.93
			<u>347,756.93</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			347,756.93
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			347,756.93
		Balance per Cash Book is :-	347,756.93
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 7 - Safe (unbanked money)

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Safe (Unbanked Money)	30/06/2026		0.00
			<u>0.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 8 - Handelsbanken FT 3786859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken FT 3786859	30/06/2026		259,439.19
			<u>259,439.19</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			259,439.19
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			259,439.19
		Balance per Cash Book is :-	259,439.19
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

17/07/2026

Horley Town Council

09:50

Cashbook transactions totalling £0.00 or more
for the period 01/06/2026 to 30/06/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	HSBC Current 51219138	3	01/06/2026	Z7PMW8RF-	Reigate & Banstead Borough Cou	184.00
1	HSBC Current 51219138	3	02/06/2026	5501	Bennetts Builders Ltd	2,593.20
1	HSBC Current 51219138	3	02/06/2026	INV-2192	Mulberry & Co	108.00
1	HSBC Current 51219138	3	02/06/2026	INV-01861	National Association of Local	42.00
1	HSBC Current 51219138	3	02/06/2026	33894	Rialtas Business Solutions Ltd	1,176.00
1	HSBC Current 51219138	3	02/06/2026	11798	Sussex Wildlife Trust	2,320.00
1	HSBC Current 51219138	3	09/06/2026	260504	Horley Baptist Church	1,500.00
1	HSBC Current 51219138	3	09/06/2026	43378/436	Earth Anchors Ltd	554.40
1	HSBC Current 51219138	3	09/06/2026	101397	Fireline Ltd	109.80
1	HSBC Current 51219138	3	09/06/2026	10969855	Idverde Limited	6,347.70
1	HSBC Current 51219138	3	09/06/2026	2294	Mulberry & Co	136.50
1	HSBC Current 51219138	3	23/06/2026	803711	Chroma Vision	718.00
1	HSBC Current 51219138	3	24/06/2026	INV-0501	AKM Shutters Doors & Gates Ltd	2,545.56
1	HSBC Current 51219138	3	24/06/2026	9909	Aquarius Blinds	885.60
1	HSBC Current 51219138	3	24/06/2026	260606	Horley Baptist Church	1,500.00
1	HSBC Current 51219138	3	24/06/2026	INV-101514	Fireline Ltd	552.36
1	HSBC Current 51219138	3	24/06/2026	10638	Jarrett & Lam Ltd	234.00
1	HSBC Current 51219138	3	24/06/2026	1000076	LG Business Consultants	1,919.80
1	HSBC Current 51219138	3	24/06/2026	28122	PLG Signs	2,223.60
1	HSBC Current 51219138	3	10/06/2026	13444707	HSBC UK Bank PLC	46.72
1	HSBC Current 51219138	3	15/06/2026	03743462	Corona Energy	82.26
1	HSBC Current 51219138	3	15/06/2026	03755509	Corona Energy	168.21
1	HSBC Current 51219138	3	16/06/2026	22719040	Sage UK	69.00
1	HSBC Current 51219138	3	27/06/2026	106995	Micro Maintenance Limited	507.56
1	HSBC Current 51219138	3	23/06/2026	114627	SOS Systems Limited	174.00
1	HSBC Current 51219138	3	24/06/2026	SBS136242	Spitfire Networking Services L	128.69
1	HSBC Current 51219138	3	29/06/2026	5653724	Everflow Water	644.87
1	HSBC Current 51219138	3	29/06/2026	001/0626	VIRGIN MEDIA BUSINESS	76.20
5	FairFX Bank Debit Card	3	02/06/2026	CC-44102	Email Blaster UK	15.59
5	FairFX Bank Debit Card	3	07/06/2026	E0200ZDYL	Microsoft Ireland Operations L	178.00
5	FairFX Bank Debit Card	3	24/06/2026	G166760207	Microsoft Ireland Operations L	99.07
5	FairFX Bank Debit Card	3	13/06/2026	010942958	Adobe Systems Software Ireland	60.66
5	FairFX Bank Debit Card	3	18/06/2026	19610013	Currys Business	148.99
5	FairFX Bank Debit Card	3	19/06/2026	291816	Sage UK HR	42.00
5	FairFX Bank Debit Card	3	30/06/2026	BACS	Milk and More	3.87
5	FairFX Bank Debit Card	3	27/06/2026	BACS	Interflora	57.65
5	FairFX Bank Debit Card	3	05/06/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	3	05/06/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	3	05/06/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	3	05/06/2026	DD	GiffGaff	6.00
5	FairFX Bank Debit Card	3	29/06/2026	DD	GiffGaff	6.00
1	HSBC Current 51219138	3	24/06/2026	BACS	Fiona Stimpson	124.44
1	HSBC Current 51219138	3	24/06/2026	BACS	Fiona Stimpson	60.00
1	HSBC Current 51219138	3	25/06/2026	BACS	HMRC	4,944.70
1	HSBC Current 51219138	3	02/06/2026	6002BLV3	Amazon Business	97.53
1	HSBC Current 51219138	3	02/06/2026	02062026	Amazon Business	6.44
1	HSBC Current 51219138	3	09/06/2026	BACS	Refund	100.00
1	HSBC Current 51219138	3	02/06/2026	BACS	Fiona Stimpson	244.80

17/07/2026

Horley Town Council

09:50

Cashbook transactions totalling £0.00 or more
for the period 01/06/2026 to 30/06/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	HSBC Current 51219138	3	23/06/2026	BACS	Langshott Allotment Tenants A	129.85
1	HSBC Current 51219138	3	09/06/2026	BACS	Surrey Pensions	3,602.82
2	HSBC Deposit 01219154	3	25/06/2026	To current	HSBC Current 51219138	90,000.00
1	HSBC Current 51219138	3	22/06/2026	To Payroll	HSBC Payroll 81345788	12,500.00
1	HSBC Current 51219138	3	23/06/2026	BACS	St Bartholomew's Church	800.00
1	HSBC Current 51219138	3	23/06/2026	BACS	Langshott Allotment Tenants A	277.00
3	HSBC Payroll 81345788	3	28/06/2026	BACS	Net Salaries	12,186.39
1	HSBC Current 51219138	3	23/06/2026	BACS	St Bartholomew's Church	129.85

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>	<u>Received From</u>
1	HSBC Current 51219138	3	01/06/2026	24.00	Sales Recpts Page 1372
1	HSBC Current 51219138	3	01/06/2026	1,557.00	Sales Recpts Page 1373
1	HSBC Current 51219138	3	04/06/2026	125.00	Sales Recpts Page 1374
1	HSBC Current 51219138	3	05/06/2026	24.00	Sales Recpts Page 1375
1	HSBC Current 51219138	3	09/06/2026	36.00	Sales Recpts Page 1376
1	HSBC Current 51219138	3	10/06/2026	60.00	Sales Recpts Page 1377
1	HSBC Current 51219138	3	12/06/2026	48.00	Sales Recpts Page 1378
1	HSBC Current 51219138	3	16/06/2026	1,009.00	Sales Recpts Page 1379
1	HSBC Current 51219138	3	16/06/2026	12.00	Sales Recpts Page 1380
1	HSBC Current 51219138	3	21/06/2026	1,042.00	Sales Recpts Page 1381
1	HSBC Current 51219138	3	25/06/2026	244.00	Sales Recpts Page 1382
1	HSBC Current 51219138	3	26/06/2026	48.00	Sales Recpts Page 1383
1	HSBC Current 51219138	3	25/06/2026	0.24	FSSL Client Division
1	HSBC Current 51219138	3	12/06/2026	200.00	Sales Recpts Page 1384
1	HSBC Current 51219138	3	25/06/2026	90,000.00	HSBC Deposit 01219154
3	HSBC Payroll 81345788	3	22/06/2026	12,500.00	HSBC Current 51219138
2	HSBC Deposit 01219154	3	05/06/2026	1,485.17	HSBC
6	Handelsbanken 50044859	3	30/06/2026	755.70	Handelsbanken
8	Handelsbanken FT	3	30/06/2026	2,212.50	Handelsbanken

17/07/2026

Horley Town Council

09:50

Cashbook transactions totalling £500.00 or more
for the period 01/06/2026 to 30/06/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	HSBC Current 51219138	3	02/06/2026	5501	Bennetts Builders Ltd	2,593.20
1	HSBC Current 51219138	3	02/06/2026	33894	Rialtas Business Solutions Ltd	1,176.00
1	HSBC Current 51219138	3	02/06/2026	11798	Sussex Wildlife Trust	2,320.00
1	HSBC Current 51219138	3	09/06/2026	260504	Horley Baptist Church	1,500.00
1	HSBC Current 51219138	3	09/06/2026	43378/436	Earth Anchors Ltd	554.40
1	HSBC Current 51219138	3	09/06/2026	10969855	Idverde Limited	6,347.70
1	HSBC Current 51219138	3	23/06/2026	803711	Chroma Vision	718.00
1	HSBC Current 51219138	3	24/06/2026	INV-0501	AKM Shutters Doors & Gates Ltd	2,545.56
1	HSBC Current 51219138	3	24/06/2026	9909	Aquarius Blinds	885.60
1	HSBC Current 51219138	3	24/06/2026	260606	Horley Baptist Church	1,500.00
1	HSBC Current 51219138	3	24/06/2026	INV-101514	Fireline Ltd	552.36
1	HSBC Current 51219138	3	24/06/2026	1000076	LG Business Consultants	1,919.80
1	HSBC Current 51219138	3	24/06/2026	28122	PLG Signs	2,223.60
1	HSBC Current 51219138	3	27/06/2026	106995	Micro Maintenance Limited	507.56
1	HSBC Current 51219138	3	29/06/2026	5653724	Everflow Water	644.87
1	HSBC Current 51219138	3	25/06/2026	BACS	HMRC	4,944.70
1	HSBC Current 51219138	3	09/06/2026	BACS	Surrey Pensions	3,602.82
2	HSBC Deposit 01219154	3	25/06/2026	To current	HSBC Current 51219138	90,000.00
1	HSBC Current 51219138	3	22/06/2026	To Payroll	HSBC Payroll 81345788	12,500.00
1	HSBC Current 51219138	3	23/06/2026	BACS	St Bartholomew's Church	800.00
3	HSBC Payroll 81345788	3	28/06/2026	BACS	Net Salaries	12,186.39

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>	<u>Received From</u>
1	HSBC Current 51219138	3	01/06/2026	1,557.00	Sales Recpts Page 1373
1	HSBC Current 51219138	3	16/06/2026	1,009.00	Sales Recpts Page 1379
1	HSBC Current 51219138	3	21/06/2026	1,042.00	Sales Recpts Page 1381
1	HSBC Current 51219138	3	25/06/2026	90,000.00	HSBC Deposit 01219154
3	HSBC Payroll 81345788	3	22/06/2026	12,500.00	HSBC Current 51219138
2	HSBC Deposit 01219154	3	05/06/2026	1,485.17	HSBC
6	Handelsbanken 50044859	3	30/06/2026	755.70	Handelsbanken
8	Handelsbanken FT	3	30/06/2026	2,212.50	Handelsbanken

List of Payments made between 01/06/2026 and 30/06/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
01/06/2026	Reigate & Banstead Borough Cou	Z7PMW8RF-3	184.00		National Non-Domestic Rate
02/06/2026	Bennetts Builders Ltd	5501	2,593.20		April Ad Hoc Maintenance
02/06/2026	Mulberry & Co	INV-2192	108.00		3 training courses for MEvans
02/06/2026	National Association of Local	INV-01861	42.00		Training Public Convenience HM
02/06/2026	Rialtas Business Solutions Ltd	33894	1,176.00		Yearend 26 Omega One off
02/06/2026	Sussex Wildlife Trust	11798	2,320.00		Annual Sub Gatwick Green Space
02/06/2026	Amazon Business	6002BLV3	97.53		Printer toner
02/06/2026	Amazon Business	02062026	6.44		P/Ledger Electronic Payment
02/06/2026	Fiona Stimpson	BACS	244.80		HTMG Expenses
09/06/2026	Horley Baptist Church	260504	1,500.00		May 2026 rooms hire
09/06/2026	Earth Anchors Ltd	43378/436	554.40		Bench for Michael Crescent
09/06/2026	Fireline Ltd	101397	109.80		Extinguisher service @ offices
09/06/2026	Idverde Limited	10969855	6,347.70		May 26 Montly Core Works
09/06/2026	Mulberry & Co	2294	136.50		Internal audit for 2025-26
09/06/2026	Refund	BACS	100.00		Damage Refund
09/06/2026	Surrey Pensions	BACS	3,602.82		Pension Contributions May
10/06/2026	HSBC UK Bank PLC	13444707	46.72		Bank Charges for Apr 26
15/06/2026	Corona Energy	03743462	82.26		Office Electricity Bill
15/06/2026	Corona Energy	03755509	168.21		Innes Electricity Bill
16/06/2026	Sage UK	22719040	69.00		Sage Payroll
22/06/2026	HSBC Payroll 81345788	To Payroll	12,500.00		To Payroll
23/06/2026	Chroma Vision	803711	718.00		Intruder Alarm Replaced @ Cafe
23/06/2026	SOS Systems Limited	114627	174.00		Lease Charge 26/09/26-06/2026
23/06/2026	Langshott Allotment Tenants A	BACS	129.85		LATA HTC Small Grant Donation
23/06/2026	Langshott Allotment Tenants A	BACS	-129.85		Error LATA HTC Small Grant
23/06/2026	St Bartholomew's Church	BACS	129.85		Mayor's donation of Horley PCC
23/06/2026	St Bartholomew's Church	BACS	800.00		Donations to St Bart Tree insp
23/06/2026	Langshott Allotment Tenants A	BACS	277.00		HTC Small Grant Donation
24/06/2026	AKM Shutters Doors & Gates Ltd	INV-0501	2,545.56		Replace 2 fire curtians @ cafe
24/06/2026	Aquarius Blinds	9909	885.60		5 Blinds for Office
24/06/2026	Horley Baptist Church	260606	1,500.00		June 2026 rooms hire
24/06/2026	Fireline Ltd	INV-101514	552.36		office fire blankets & exting
24/06/2026	Jarrett & Lam Ltd	10638	234.00		maintenance & support JulAugSep
24/06/2026	LG Business Consultants	1000076	1,919.80		Consultancy & project work May
24/06/2026	PLG Signs	28122	2,223.60		office new outdoor signs
24/06/2026	Spitfire Networking Services L	SBS1362428	128.69		Service Charges
24/06/2026	Fiona Stimpson	BACS	124.44		HIB Banners, flyers
24/06/2026	Fiona Stimpson	BACS	60.00		HIB Posters & Flyers
25/06/2026	HMRC	BACS	4,944.70		PAYE and NIC May
27/06/2026	Micro Maintenance Limited	106995	507.56		Monthly It Support
29/06/2026	Everflow Water	5653724	644.87		5653724/Everflow Water
29/06/2026	VIRGIN MEDIA BUSINESS	001/0626	76.20		Broadband Charge

List of Payments made between 01/06/2026 and 30/06/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
Total Payments			50,435.61		

List of Payments made between 01/06/2026 and 30/06/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorised Ref</u>	<u>Transaction Detail</u>
02/06/2026	Email Blaster UK	CC-44102	15.59		2,000 emails per month
05/06/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 1
05/06/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 2
05/06/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 3
05/06/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 4
07/06/2026	Microsoft Ireland Operations L	E0200ZDYL	178.00		Microsoft Office Licenses
13/06/2026	Adobe Systems Software Ireland	010942958	60.66		Acrobat Pro x 3
18/06/2026	Currys Business	19610013	148.99		Computer Screen x1
19/06/2026	Sage UK HR	291816	42.00		Leave Management x 7
24/06/2026	Microsoft Ireland Operations L	G166760207	99.07		Microsoft teams billing
27/06/2026	Interflora	BACS	57.65		Flowers for H Baptist Church
29/06/2026	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 5
30/06/2026	Milk and More	BACS	3.87		Office Milk Delivery
Total Payments			635.83		

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
DUN001	Dunottar School	11/05/2026	1310	24.00	0.00	24.00	0.00	01/06/2026	1
				Receipt Total	0.00	24.00			
WIL01	WILF'S CAFE LTD	20/05/2026	1320	1,557.00	0.00	1,557.00	0.00	01/06/2026	1
				Receipt Total	0.00	1,557.00			
LIT001	Little Kickers	03/06/2026	1323	125.00	0.00	125.00	0.00	04/06/2026	1
				Receipt Total	0.00	125.00			
REI007	Reigate College	21/05/2026	1322	24.00	0.00	24.00	0.00	05/06/2026	1
				Receipt Total	0.00	24.00			
TO001	Trinity Oaks C of E Primary School	03/06/2026	1325	36.00	0.00	36.00	0.00	09/06/2026	1
				Receipt Total	0.00	36.00			
ALLALLR001	Mr Rob Allen	31/03/2026	ALT504	61.00	0.00	60.00	1.00	10/06/2026	2
				Receipt Total	0.00	60.00			
AQ001	Aquatots	03/06/2026	1324	48.00	0.00	48.00	0.00	12/06/2026	1
				Receipt Total	0.00	48.00			
FUZ001	Fuzion Martial Arts - Sean Reynolds	23/03/2026	1291	1,008.46	0.00	1,008.46	0.00	16/06/2026	1
		20/04/2026	1307	1,042.18	0.00	0.54	1,041.64	16/06/2026	1
				Receipt Total	0.00	1,009.00			
LOW001	Lowfield Heath Windmill Trust	16/06/2026	1329	12.00	0.00	12.00	0.00	16/06/2026	1
				Receipt Total	0.00	12.00			

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
FUZ001	Fuzion Martial Arts - Sean Reynolds								
		20/04/2026	1307	1,041.64	0.00	1,041.64	0.00	21/06/2026	1
		20/05/2026	1321	1,020.58	0.00	0.36	1,020.22	21/06/2026	1
				Receipt Total	0.00	1,042.00			
MOS001	Monica Sage								
		19/06/2026	1330	244.00	0.00	244.00	0.00	25/06/2026	1
				Receipt Total	0.00	244.00			
FUR001	Furnistore								
		16/06/2026	1328	48.00	0.00	48.00	0.00	26/06/2026	1
				Receipt Total	0.00	48.00			
ALLTRON001	Ms Nicola Trower								
		12/06/2026	1334	200.00	0.00	200.00	0.00	12/06/2026	1
				Receipt Total	0.00	200.00			
				Total Receipts Entered for Month 3	0.00	4,429.00			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>110</u>	<u>Council Income</u>								
1076	Precept	623,148	324,573	649,146	324,573			50.0%	
1090	Interest	34,497	5,985	7,000	1,015			85.5%	
1120	CIL Income	225,697	0	0	0			0.0%	
1130	S136 Double Taxation Income	47,799	24,808	49,615	24,808			50.0%	
1500	Allotment Rent Income	300	120	0	(120)			0.0%	
	Council Income :- Income	931,441	355,486	705,761	350,275			50.4%	0
	Net Income	931,441	355,486	705,761	350,275				
6001	less Transfer to EMR	225,697	0	0	0				
	Movement to/(from) Gen Reserve	705,744	355,486	705,761	350,275				
<u>120</u>	<u>Albert Rooms</u>								
1210	Edmonds Hall Lettings	6,177	94	8,000	7,906			1.2%	
	Albert Rooms :- Income	6,177	94	8,000	7,906			1.2%	0
4120	Window Cleaning	220	0	565	565	565	565	0.0%	
4195	Rates	1,840	0	1,142	1,142	1,142	1,142	0.0%	
4215	Maintenance Contracts	1,963	8,099	0	(8,099)	(8,099)	(8,099)	0.0%	8,099
4230	Utilities	3,118	915	5,714	4,799	4,799	4,799	16.0%	
4340	Signage	0	1,853	0	(1,853)	(1,853)	(1,853)	0.0%	1,853
4360	Office Expansion Project	14,580	0	0	0	0	0	0.0%	
	Albert Rooms :- Indirect Expenditure	21,721	10,867	7,421	(3,446)	0	(3,446)	146.4%	9,952
	Net Income over Expenditure	(15,544)	(10,773)	579	11,352				
6000	plus Transfer from EMR	16,514	9,952	0	(9,952)				
	Movement to/(from) Gen Reserve	969	(821)	579	1,400				
<u>130</u>	<u>Legal and Statutory</u>								
4060	Audit Costs	2,100	0	2,333	2,333	2,333	2,333	0.0%	
4065	Insurance	14,950	0	14,305	14,305	14,305	14,305	0.0%	
4070	Legal Fees	0	0	6,000	6,000	6,000	6,000	0.0%	
	Legal and Statutory :- Indirect Expenditure	17,050	0	22,638	22,638	0	22,638	0.0%	0
	Net Expenditure	(17,050)	0	(22,638)	(22,638)				
<u>140</u>	<u>Salaries</u>								
4000	Salaries	178,709	48,339	219,000	170,661	170,661	170,661	22.1%	
4010	NIC Employer	21,746	6,125	25,000	18,875	18,875	18,875	24.5%	
4020	Superannuation Employer	30,458	7,739	38,763	31,024	31,024	31,024	20.0%	
	Salaries :- Indirect Expenditure	230,912	62,203	282,763	220,560	0	220,560	22.0%	0
	Net Expenditure	(230,912)	(62,203)	(282,763)	(220,560)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
150 Office Expenditure								
1110 Photocopying Income	40	0	15	15			0.0%	
Office Expenditure :- Income	40	0	15	15			0.0%	0
4080 Stationery	118	0	872	872		872	0.0%	
4085 Postage and Couriers	8	0	106	106		106	0.0%	
4090 Office Supplies and Equipment	3,184	1,277	3,734	2,457		2,457	34.2%	500
4095 Website	660	1,538	3,633	2,095		2,095	42.3%	
4100 Communication	655	129	3,695	3,566		3,566	3.5%	
4105 Photocopier Expenditure	1,115	145	2,111	1,966		1,966	6.9%	
4125 IT and Support	8,124	1,269	10,556	9,287		9,287	12.0%	
Office Expenditure :- Indirect Expenditure	13,865	4,358	24,707	20,349	0	20,349	17.6%	500
Net Income over Expenditure	(13,825)	(4,358)	(24,692)	(20,334)				
6000 plus Transfer from EMR	0	500	0	(500)				
Movement to/(from) Gen Reserve	(13,824)	(3,858)	(24,692)	(20,834)				
160 Administration								
1150 SCC Your Councillor Community	40,318	0	0	0			0.0%	
Administration :- Income	40,318	0	0	0				0
4140 Bank Charges	708	438	1,245	807		807	35.2%	
4145 Professional Fees	25,779	4,832	31,669	26,837		26,837	15.3%	
4150 Election	23,774	0	15,000	15,000		15,000	0.0%	
4155 Cllrs' Training and Expenses	1,017	293	2,076	1,783		1,783	14.1%	
4160 Staff Training and Expenses	508	60	2,111	2,051		2,051	2.8%	
4165 Chairman's Allowance	434	0	400	400		400	0.0%	
4170 Members' Allowance	0	0	1,800	1,800		1,800	0.0%	
4175 Subscriptions and Licences	11,247	11,271	11,612	341		341	97.1%	
4360 Office Expansion Project	3,300	0	0	0		0	0.0%	
Administration :- Indirect Expenditure	66,768	16,894	65,913	49,019	0	49,019	25.6%	0
Net Income over Expenditure	(26,450)	(16,894)	(65,913)	(49,019)				
6000 plus Transfer from EMR	5,800	0	0	0				
6001 less Transfer to EMR	40,318	0	0	0				
Movement to/(from) Gen Reserve	(60,968)	(16,894)	(65,913)	(49,019)				
170 Compliance & Regulatory								
4110 Compliance and Regulatory	6,183	712	6,223	5,511		5,511	11.4%	
Compliance & Regulatory :- Indirect Expenditure	6,183	712	6,223	5,511	0	5,511	11.4%	0
Net Expenditure	(6,183)	(712)	(6,223)	(5,511)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
180 Maintenance and Repair								
4210 Cleaning	12,408	800	23,803	23,003		23,003	3.4%	
4310 Repairs	4,530	62	5,190	5,128		5,128	1.2%	
Maintenance and Repair :- Indirect Expenditure	16,938	862	28,993	28,131	0	28,131	3.0%	0
Net Expenditure	(16,938)	(862)	(28,993)	(28,131)				
210 Court Lodge & Innes Pavilion								
1310 Football Pitches Income	8,849	3,325	6,650	3,325			50.0%	
1320 Innes Pavilion Rent Income	11,018	2,639	10,608	7,969			24.9%	
1340 Utilites income	2,393	417	0	(417)			0.0%	
1610 Events Income	1,800	40	0	(40)			0.0%	
Court Lodge & Innes Pavilion :- Income	24,060	6,421	17,258	10,837			37.2%	0
4210 Cleaning	3,538	0	3,746	3,746		3,746	0.0%	
4215 Maintenance Contracts	1,202	0	1,400	1,400		1,400	0.0%	
4230 Utilities	5,518	621	4,751	4,130		4,130	13.1%	
4300 Rent to RBBC Expenditure	1	0	1	1		1	0.0%	
4305 Refurbishment	52,403	1,251	6,411	5,160		5,160	19.5%	1,251
4310 Repairs	1,145	450	1,282	832		832	35.1%	
Court Lodge & Innes Pavilion :- Indirect Expenditure	63,807	2,322	17,591	15,269	0	15,269	13.2%	1,251
Net Income over Expenditure	(39,747)	4,100	(333)	(4,433)				
6000 plus Transfer from EMR	52,403	1,251	0	(1,251)				
Movement to/(from) Gen Reserve	12,656	5,350	(333)	(5,683)				
220 Horley Recreation Ground								
1340 Utilites income	(352)	0	0	0			0.0%	
1400 Café in the Park Rent Income	19,557	4,671	18,684	14,013			25.0%	
1600 Bowling Club Lease	301	301	301	0			100.0%	
1610 Events Income	5,871	(500)	4,000	4,500			(12.5%)	
1620 Banners	1,610	408	1,000	592			40.8%	
Horley Recreation Ground :- Income	26,987	4,880	23,985	19,105			20.3%	0
4215 Maintenance Contracts	4,627	597	5,190	4,593		4,593	11.5%	
4230 Utilities	189	222	1,557	1,335		1,335	14.2%	
4310 Repairs	18,286	0	0	0		0	0.0%	
4340 Signage	499	12	5,000	4,988		4,988	0.2%	
4345 Pest control	3,300	0	1,300	1,300		1,300	0.0%	
4400 Playground Inspections	10,330	90	10,959	10,869		10,869	0.8%	
4405 Playground Repairs	958	192	9,243	9,051		9,051	2.1%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4410 Parks Furniture	20,955	1,202	6,603	5,401		5,401	18.2%	
4415 Café in the Park Expenditure	7,001	5,021	6,500	1,479		1,479	77.2%	
4420 Memorial & Ornamental Gdns	1,454	0	3,000	3,000		3,000	0.0%	
Horley Recreation Ground :- Indirect Expenditure	67,599	7,335	49,352	42,017	0	42,017	14.9%	0
Net Income over Expenditure	(40,612)	(2,455)	(25,367)	(22,912)				
6000 plus Transfer from EMR	37,614	0	0	0				
Movement to/(from) Gen Reserve	(2,999)	(2,455)	(25,367)	(22,912)				
<u>230 Church Road Allotments</u>								
1500 Allotment Rent Income	4,318	0	4,055	4,055			0.0%	
Church Road Allotments :- Income	4,318	0	4,055	4,055			0.0%	0
4230 Utilities	1,242	613	1,557	944		944	39.4%	
4310 Repairs	1,287	0	2,302	2,302		2,302	0.0%	
Church Road Allotments :- Indirect Expenditure	2,528	613	3,859	3,246	0	3,246	15.9%	0
Net Income over Expenditure	1,790	(613)	196	809				
<u>240 Langshott Allotments</u>								
1500 Allotment Rent Income	8,746	244	4,578	4,334			5.3%	
1510 Allotment Charge for Clearing	0	200	0	(200)			0.0%	
Langshott Allotments :- Income	8,746	444	4,578	4,134			9.7%	0
4210 Cleaning	1,128	0	1,600	1,600		1,600	0.0%	
4230 Utilities	985	346	3,112	2,766		2,766	11.1%	
4310 Repairs	1,696	0	2,095	2,095		2,095	0.0%	
Langshott Allotments :- Indirect Expenditure	3,809	346	6,807	6,461	0	6,461	5.1%	0
Net Income over Expenditure	4,937	98	(2,229)	(2,327)				
<u>260 Michael Crescent</u>								
4550 Buildings & Grounds	517	0	1,056	1,056		1,056	0.0%	
Michael Crescent :- Indirect Expenditure	517	0	1,056	1,056	0	1,056	0.0%	0
Net Expenditure	(517)	0	(1,056)	(1,056)				
<u>270 Emlyn Meadows</u>								
4215 Maintenance Contracts	602	0	528	528		528	0.0%	
Emlyn Meadows :- Indirect Expenditure	602	0	528	528	0	528	0.0%	0
Net Expenditure	(602)	0	(528)	(528)				

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
280	<u>Town Centre</u>								
1300	Devolved Powers RBBC Income	3,400	1,700	1,700	0			100.0%	
	Town Centre :- Income	3,400	1,700	1,700	0			100.0%	0
4600	Flower Baskets, Beds, Planters	10,805	0	20,000	20,000		20,000	0.0%	
4620	HTC Events	1,894	257	2,723	2,466		2,466	9.5%	
4630	Christmas Tree	2,000	0	1,557	1,557		1,557	0.0%	
4640	Horley In Bloom	443	326	1,500	1,174		1,174	21.7%	
	Town Centre :- Indirect Expenditure	15,142	583	25,780	25,197	0	25,197	2.3%	0
	Net Income over Expenditure	(11,742)	1,117	(24,080)	(25,197)				
6000	plus Transfer from EMR	2,368	0	0	0				
	Movement to/(from) Gen Reserve	(9,375)	1,117	(24,080)	(25,197)				
290	<u>Security</u>								
4330	Security	5,779	470	10,556	10,086		10,086	4.5%	
4650	CCTV Installation	17,793	0	0	0		0	0.0%	
4655	CCTV Maintenance	0	0	1,500	1,500		1,500	0.0%	
4660	CCTV Broadband Connection	1,960	513	2,475	1,962		1,962	20.7%	
	Security :- Indirect Expenditure	25,532	983	14,531	13,548	0	13,548	6.8%	0
	Net Expenditure	(25,532)	(983)	(14,531)	(13,548)				
310	<u>Full Council</u>								
4350	Tree Surgery	1,680	0	9,342	9,342		9,342	0.0%	
4500	GM Contracts	64,535	15,869	65,000	49,131		49,131	24.4%	
4710	Churchyards Grant	6,750	7,000	7,007	7		7	99.9%	
4720	HTC Grants Scheme	1,900	1,077	5,000	3,923		3,923	21.5%	
	Full Council :- Indirect Expenditure	74,865	23,946	86,349	62,403	0	62,403	27.7%	0
	Net Expenditure	(74,865)	(23,946)	(86,349)	(62,403)				
320	<u>Loans</u>								
4700	Café in the Park - PWLB	27,596	0	27,596	27,596		27,596	0.0%	
4730	Council office - PWLB	19,545	9,772	19,545	9,773		9,773	50.0%	
	Loans :- Indirect Expenditure	47,141	9,772	47,141	37,369	0	37,369	20.7%	0
	Net Expenditure	(47,141)	(9,772)	(47,141)	(37,369)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
330 Discretionary Expenditure GPC								
4740 Discretionary Expenditure GPC	644	0	0	0		0	0.0%	
Discretionary Expenditure GPC :- Indirect Expenditure	644	0	0	0	0	0		0
Net Expenditure	(644)	0	0	0				
410 New Projects								
4360 Office Expansion Project	394,285	188,237	0	(188,237)		(188,237)	0.0%	188,237
4430 Outdoor Play Equipment	62,258	10,744	0	(10,744)		(10,744)	0.0%	10,744
4440 General Projects	0	3,814	0	(3,814)		(3,814)	0.0%	3,814
New Projects :- Indirect Expenditure	456,544	202,796	0	(202,796)	0	(202,796)		202,796
Net Expenditure	(456,544)	(202,796)	0	202,796				
6000 plus Transfer from EMR	455,044	202,796	0	(202,796)				
Movement to/(from) Gen Reserve	(1,500)	0	0	0				
Grand Totals:- Income	1,045,486	369,025	765,352	396,327			48.2%	
Expenditure	1,132,166	344,592	691,652	347,060	0	347,060	49.8%	
Net Income over Expenditure	(86,679)	24,433	73,700	49,267				
plus Transfer from EMR	569,742	214,498	0	(214,498)				
less Transfer to EMR	266,015	0	0	0				
Movement to/(from) Gen Reserve	217,047	238,931	73,700	(165,231)				



Horley Town Council-Owned Tree Management Policy

1. Purpose of Policy Guidance

For the purpose of this policy, Horley Town Council is referred to as 'the Council'. The policy guidance are intended to demonstrate in a transparent manner how the Council acts in caring for its own trees. The Council's approach to tree management is described in broad terms in situations where it is likely to consider pruning, felling or other forms of appropriate arboricultural (tree) management.*

** The cultivation and management of trees and shrubs for amenity value with consideration to wildlife, aesthetics, risk management and legal constraints.*

2. Introduction

Arboricultural work to trees is carried out to ensure they are maintained in an acceptable and attractive condition as possible. The guidance identifies typical situations where the different types of arboricultural work are applicable, although each tree will always be assessed on its merits by a qualified arboriculturist. Work to the Council's trees will be carried out by an approved specialist arboricultural contractor.

3. Cycle of Inspections and Arboricultural Works

In general terms, most sites will be inspected on a three-year cycle. It should be noted that not every tree will require work and that, due to limited resources, safety related works will take priority over non-urgent works. If a member of the public has a genuine concern about a Council-owned tree that they believe requires immediate action (within 48 hours) as it is situated by high value target area such as a children's play area or highway, then they should contact us on 01293 784765 with the details of the issue, precise location of tree and contact details of person reporting the matter, in case further details are required to clarify matters. If it is outside of normal office hours, details of emergency numbers will be supplied on the message. Requests from residents for non-safety related arboricultural works will only be investigated when due as part of the cycle of inspection. Requests to remove trees to improve natural light in a property or for solar panels will not be acted on.

4. Requests for work to Council-owned trees

To find out if trees you have a query about are owned by the Council, please contact:

Horley Town Council, 92 Albert Road, Horley, Surrey RH6 7HZ, Tel: 01293 784765,

Email: info@horleysurrey-tc.gov.uk

5. Anti-Social Behaviour/Criminal Activity

Directive: Anti- social behaviour and/or criminal activity associated with Council-owned tree(s) will be assessed on a site-by-site basis and appropriate measures considered.

Our response to this enquiry: A site inspection will be carried out within 14 days of receipt, and the enquirer will be informed of the inspection findings and what action is considered appropriate by the inspecting officer.

Resident Advice:

- When a Council-owned tree is associated with anti-social behaviour and/or criminal activity, tackling the issue may involve co-ordination with other agencies, such as the police and may take time to resolve.
- It should be noted that pruning or felling is not always the answer to these types of problems. Well maintained trees and vegetation can enhance an area including areas left as wildlife habitat. However, litter filled neglected spaces and overgrown trees can encourage anti-social behaviour and / or criminal activity.
- The public is not allowed to remove limbs or fell trees from the parks and open spaces. On some sites, it may be a by law offence which carries financial penalties. If you see someone who appears to be unauthorised (e.g. not a regular tree contractor) please contact the Council on 01293 784765 with descriptions of the individuals and location.
- The Council works in partnership with a number of voluntary groups which carry out planned works across the town.

6. Bird Droppings

Directive: We will not prune or fell a tree to remove or reduce bird droppings from trees or remove bird droppings from private land.

Our response to this enquiry: A site inspection will not be carried out in this instance.

Customer advice:

- a. Nesting birds are protected under the Wildlife and Countryside Act and other wildlife-related laws.
- b. Bird droppings can usually be removed with warm soapy water.
- c. Whilst a nuisance, bird droppings are not considered a sufficient reason to prune or remove a tree.

7. Common Law Rights (overhanging limbs)

Directive: We do not prune back over hanging limbs.

Our response to this enquiry: A site inspection will not be carried out immediately in this instance but noted for the next inspection cycle where the inspecting arborist will assess what arboricultural justifiable works are required or not as the case may be.

Customer Advice:

- a. We simply do not have the resources to deal with every tree that we receive a complaint against.
- b. The tree(s) will be inspected during the routine inspection cycle and assessed against available resources and arboricultural justification.
- c. A tree owner is not legally obliged to cut back overhanging branches, but the person whose property is overhung can, under common law precedent and subject to Conservation Areas and Tree Preservation Orders, cut back to the boundary but not beyond it from their land. However, there is no legal precedent for the person who is overhung to recover the expense incurred in disposing of the residues, or indeed, the

cost of carrying out the pruning from the tree owner. If you decide you wish to carry out such work, we recommend that pruning of trees should be proportionate to the level of encroachment and the size of the tree, especially for trees directly adjacent to boundaries, to leave the tree with as balanced a canopy as possible.

8. Dangerous Tree requiring Immediate Action

Directive: If a Council-owned tree is found to be in such poor condition by an arboricultural inspector that it presents a very high risk to persons or property and the inspecting officer deems it an emergency, instruction will be given to the arboricultural contractor to attend site and make the tree safe.

Our response to this enquiry: Our arboricultural contractor will be instructed to attend site within the contractual timescale of receiving instruction and start the process of making the tree safe. In severe weather conditions with a number of trees to deal with or if conditions are operationally dangerous, then minimal works will be carried out to make the tree(s) safe. Further works may be required at a later date to tidy the site or conclude the matter by removing the tree if the deemed necessary by the inspecting officer.

Customer Advice:

- a. If a tree is obstructing the highway and the customer is unsure as to its ownership, Surrey County Highways should be contacted on 0300 200 1003 to report the matter. The emergency out-of-hours contact for SCC Highways is 08701 266060.
- b. If the customer knows that the tree belongs to Reigate and Banstead Borough Council, they should contact Customer Services on 01737 276000 in office hours or out-of- hours on 07699 391689.
- c. If the customer knows that the tree belongs Raven Housing Trust (former council owned properties), they should contact Raven Housing Trust on 0300 1233 399 during office hours, out of hours on 0845 0613905 or email raven@ravenht.org.uk.

9. Dealing with Ivy

Directive: Where possible, ivy will be retained due to its wildlife benefits.

Our response to this enquiry: A site inspection will not be carried out immediately in this instance but noted for the next inspection cycle. Should the arboricultural inspector deem that the amount of ivy within a crown of a tree located next to a high value target, such as a children's play area or it impedes an arboricultural inspection, then steps may be taken to reduce or remove the ivy as appropriate.

Customer Advice:

Common ivy is a native evergreen climber that has many wildlife conservation benefits, such as shelter for a wide range of birds and, in some instances, bats. Ivy is a valuable source of winter nectar for wildlife and ground cover can be effective in protecting the woodland flora and fauna from hard frosts and allowing foraging birds to continue feeding. Ivy is phototropic, meaning that it grows towards the light. As such, if it does not have a suitable means of supporting itself, it will use structures such as trees and buildings to reach the light. Ivy tends to be more noticeable when trees are in decline due to other factors, such as fungal pathogen attack. Naturally, if a tree is stressed and has a reduced leaf density, more light can penetrate the crown, thus allowing the opportunity for ivy to benefit and prosper. It is normally at this point that people notice the declining tree and healthy ivy and automatically assume that the ivy may be to blame for the tree's demise. We are not aware of any scientific

evidence or qualitative research that supports the common urban myth that ivy is responsible for killing trees. However, it is recognised that when ivy is present in large quantities, it can increase the 'sail' area of the crown system of the tree, thus increasing the wind loading on the structure of the tree, which can lead to branch failure and in extreme conditions could result in the total collapse of the tree. In addition, the type of tree species has a part to play in the likelihood of limb failure, as some species are more prone to failure than others, such as horse chestnut or poplar.

10. Leaves, Blossoms and Small Tree Debris

Directive: We will not prune or fell trees to reduce the nuisance of leaves, blossom drop or small tree debris.

Our response to this enquiry: Site inspection not required.

Customer Advice:

- a. A tree owner is not legally required to clear their tree's leaves from neighbouring land and has no control over wind direction or strength.
- b. The loss of leaves, blossom and small tree debris is part of the natural cycle and cannot be avoided by pruning.
- c. Although they can cause a lot of inconvenience, falling leaves and debris such as cones or twigs are not regarded as a 'nuisance' in the legal sense and a tree owner (private, council or otherwise) has no obligation to clear them. Nature does not respect human defined boundaries and leaf fall is a seasonal occurrence over which a tree owner has no control.
- d. Leaves, flowers or fruits covering a neighbour's lawn or filling their gutters may be a nuisance but clearing them from their property is part of general maintenance, the same as, for example, removing moss from the gutters.
- e. Severe inappropriate pruning work is more likely to encourage further leaf growth as the tree tries to replace its loss of leaf area that is used to produce its food / energy.
- f. Customers are strongly advised to check for TPO and conservation areas before carrying out any works.

11. Issues with Light

Directive: We will not prune or fell trees to improve natural light to neighbouring properties.

Our response to this enquiry: A site inspection will not be carried out in this instance.

Customer advice:

- a. There is no absolute right to light in respect of trees.
- b. A tree owner is not legally bound to ensure the light enters neighbouring land uninterrupted.
- c. If natural light is being blocked by the growth of a hedge then action may be taken under the High Hedges Act, Part 8 of the Anti-Social Behaviour Act 2003. See RBBC website http://www.reigate-banstead.gov.uk/planning/planning_enforcement/high_hedges/index.asp

12. Tree Felling

Requests for felling trees from the public will not be considered. In general terms the reason for the felling of a tree or trees will be for one or a combination of the following;

- a. Dead, dying or dangerous such as a fungal pathogen that compromises tree stability.
- b. Pest and disease control.
- c. Good arboricultural /silvicultural practice - thinning woodland or glade creation
- d. Biodiversity works - heathland or chalk grassland restoration. Coppicing for flora such as native bluebells.
- e. Invasive alien species- not in keeping with the location or site management objectives.
- f. Tree(s) implicated in a subsidence insurance claim where technical evidence has been produced to support the claim.
- g. Subsidence management strategy in area with a history of claims and clay soil that may lead to further claims.

13. Tree Perceived as being too big or too tall

Directive: We will not prune or fell a tree because it is considered to be too big or too tall by the enquirer.

Our response to this enquiry: A site inspection will not be carried out in this instance.

Resident Advice:

- a. Other factors such as splits, cracks and other such structural defects are of more significance than purely the size of the tree.
- b. The size of a tree does not automatically make it dangerous.

14. Tree Planting

From time to time, it may be necessary to carry out tree planting where trees have been lost to pest and disease or continuity of tree cover is desirable to maintain the character of the site or maintain screening. **PLEASE NOTE THAT WE DO NOT ACCEPT TREE DONATIONS FROM HOME GROWN TREES.** This is due to pest and disease issues and poor quality stock that may be spread from an unknown / untraceable source. Our trees are acquired through reputable suppliers who comply with the relevant legislation and codes of practice and can trace back the source of the supplied tree should the need arise. In woodland areas, natural regeneration will be the primary means of restocking unless stocking levels require a boost in density or diversification of species by grant schemes.

15. Tree related Subsidence to Property

Directive: The Council's proactive approach to tree management assists in reducing the likelihood of subsidence-related claims.

Our response to this enquiry: Concerns relating to alleged subsidence will be acknowledged within 14 days of receipt. Enquirers will be advised to contact their insurance company to agree an appropriate course of action with them. In addition, the enquirer will be advised to contact us again should they or their insurer wish to formally notify us of their concerns about future damage. We will then follow the London Tree Officers Association (LTOA) Joint Mitigation Protocol and request the appropriate technical evidence to assess the claim. Please note that the onus of proof lies with the claimant.

16. Telephone Wires and Tree Limbs

Directive: We will not prune or fell a Council-owned tree specifically for the benefit of the

reduction in the interference telephone wires.

Our response to this enquiry: A site inspection will not be carried out in this instance for requested works.

Resident Advice:

- a. If the Council-owned tree overhangs your boundary and affects your telephone wire(s), you may wish to exercise your common law right to remove the encroaching limbs. See advice in common law right.
- b. Contact your telephone service provider as they may be able to suggest an alternative solution to pruning, such as relocating the wire.

17. TV / Satellite Reception and Trees

Directive: We will not prune or fell a Council-owned tree for the direct benefit of TV / satellite reception.

Our response to this enquiry: A site inspection will not be carried out in this instance.

Resident Advice:

- a. The TV licence is a permit to operate a television receiver; it does not guarantee any reception. Therefore, it follows that there is no legal right to reception and, furthermore, a tree owner is not legally obliged to maintain a signal to your set.
- b. The issue may be dealt with by exercising your common law right. See common law right.
- c. Your service provider may be able to provide an alternative solution by means of boosting the signal or relocating the receiving equipment.

18. Vandalism to Trees

Directive: We will investigate any reports of vandalism to Council-owned trees and endeavour to correct the damage where possible from current arboricultural practice.

Our response to this enquiry: A site inspection will be undertaken. Enquirers will be informed of what action is considered appropriate and estimated timescales.

Resident Advice:

- a. Unfortunately, vandalism is unpredictable and can, in some cases, be persistent.
- b. Due to cost, it may not always be possible to replace vandalised tree(s).
- c. The treating of wounds with “tree paint” has proven to be ineffective and we will not carry out such dubious practice. Where possible, wounds will either be left as is or pruned to just outside the branch collar to facilitate the natural occlusion process of the wound.
- d. We encourage the reporting of incidence of vandalism and will report this to the police.

19. Views obstructed by Trees / Protection of Privacy

Directive: We will not prune or fell Council-owned trees to improve the view from private properties, nor are we duty-bound to maintain privacy offered by trees situated on Council-owned land.

Our response to this enquiry: A site inspection will not be carried out in this instance. If a tree is removed for whatever reason, we are not obliged to replace it in order to maintain privacy to neighbouring properties.

Resident Advice:

- a. There is no legal right to view.
- b. If the limbs encroach your property, you may wish to exercise your common law right - see common law rights in this document.
- c. A tree owner is not duty-bound to maintain the privacy of neighbouring property.
- d. Residents with concerns about privacy should address the issue on their land.

This policy was adopted by Horley Town Council at its Full Council meeting held on 17 March 2026.

Review Date: 2027



Horley Town Council

Electric Vehicle Charging Policy

This policy can be adopted by a Town Council operating EV charging points under the General Power of Competence (Localism Act 2011). Horley Town Council ("the Council") is an eligible authority with the General Power of Competence and is providing charging on a cost-recovery basis rather than for commercial profit. Under the Localism Act, eligible councils may charge for discretionary services provided under the General Power of Competence, subject to legislative restrictions.

1. Policy Statement

The Council is committed to supporting the transition to low-emission transport and reducing carbon emissions within the community. The Council has installed electric vehicle (EV) charging infrastructure to provide a convenient charging facility for residents, visitors, businesses and council users.

The Council will operate the charging points under its General Power of Competence as contained within Sections 1 to 8 of the Localism Act 2011. The charging service shall be operated primarily to support community needs and environmental objectives and not for commercial profit unless otherwise authorised by law.

2. Purpose

The purpose of this policy is to:

- Establish a transparent framework for charging users of Council-owned EV charging points.
- Ensure the Council recovers the costs associated with providing and maintaining the service.
- Promote fair access to EV charging facilities.
- Support the Council's environmental and sustainability objectives.
- Ensure compliance with applicable legislation and financial regulations.

3. Scope

This policy applies to:

- All Council-owned EV charging points.
- All users of Council-operated charging facilities.
- Council staff, members, contractors and members of the public using the facilities.

4. Legal Authority

The Council relies upon:

- The General Power of Competence contained within the Localism Act 2011.
- The Council's powers to provide facilities that benefit the local community.
- Any applicable regulations governing the supply of electricity, consumer protection, payment processing and parking management.

Where the charging service is provided under the General Power of Competence, charges shall ordinarily be set to recover the reasonable costs of provision, operation, maintenance, administration, electricity supply and future replacement of equipment.

5. Charging Principles

The Council will:

5.1 Cost Recovery

To charge users at a level designed to recover:

- Electricity costs.
- Back-office management costs.
- Software and payment system costs.
- Maintenance and repair costs.
- Insurance costs.
- Administrative costs.
- Future replacement and depreciation costs of charging infrastructure.

5.2 Transparency

Charging tariffs shall be clearly displayed:

- On charging equipment.
- Through any charging app or payment platform.
- On the Council's website.

5.3 Fairness

Charges will apply equally to all users except where concessions are formally approved by the Council.

5.4 Review

Tariffs will be reviewed at least annually and may be adjusted to reflect:

- Changes in electricity prices.
- Changes in operating costs.
- Usage patterns.
- Financial sustainability.

6. Charging Structure

The Council may apply one or more of the following charges:

Energy Usage Charge: A charge based on electricity consumed (pence per kWh).

Connection Fee: A fixed charge for commencing a charging session.

Parking or Overstay Charge: Where charging bays are located in Council-owned car parks, users may also be subject to parking charges or overstay fees if a vehicle remains connected after charging has been completed.

Penalties for Misuse: The Council may impose penalties or restrictions where users:

- Obstruct charging bays.
- Leave vehicles for excessive periods.
- Damage equipment.
- Breach published terms and conditions.

7. Setting of Tariffs

The Town Clerk, in consultation with the Responsible Financial Officer and relevant committee, shall periodically recommend charging tariffs for Council approval.

Tariffs should be set having regard to:

- Market rates for comparable charging facilities.
- Electricity procurement costs.
- Maintenance requirements.
- Community benefit considerations.
- Financial sustainability.

All tariffs shall be formally approved by the Council or under delegated authority.

8. Access and Usage

Users must:

- Follow the manufacturer's operating instructions.
- Comply with any posted parking restrictions.
- Use the charging equipment responsibly.
- Report faults or damage immediately.

The Council reserves the right to suspend access to charging facilities for maintenance, repair, safety reasons or operational requirements.

9. Health and Safety

The Council will:

- Ensure equipment is regularly inspected and maintained.
- Comply with all relevant health and safety requirements.

- Maintain adequate public liability insurance.
- Users are responsible for ensuring:
- Their vehicle is compatible with the charging equipment.
- Their charging cables and equipment are safe and serviceable.

10. Data Protection

Personal data collected through charging networks, payment systems or Council administration shall be processed in accordance with the UK General Data Protection Regulation (UK GDPR) and Data Protection Act 2018.

11. Monitoring and Reporting

The Council will monitor:

- Usage levels.
- Income and expenditure.
- Carbon reduction benefits where practicable.
- Maintenance requirements and reliability.

Performance information may be reported annually to the Council.

12. Review of Policy

This policy shall be reviewed every two years or sooner if required by:

- Legislative changes.
- Changes to the Council's powers.
- Operational experience.
- Significant changes in electricity markets or charging infrastructure.

**This Electric Vehicle Charging Policy was approved by Horley Town Council on
8 September 2026.**

Next Review Date: 2029

Grant Application

Organisation Information		
Name & Address: Telephone No: Email Address: Website:	women's institute 3 Hazelhurst Langshott Horley RH6 9XY	
Is the organisation a non-profit making body?	YES	
When was your organisation formed?	110 years ago in 15 years in Horley	
If your organisation is a registered charity please give the registration number	/	
Number of members in the organisation	38 in Horley	
What percentage of your membership lives in Horley?		
Is membership restricted in any way?	born female	
Is there a membership fee or other charges for access to your activities? Please give details		
Details of Grant Request		
Purpose for which grant is required.		
How will Horley resident's benefit?		
Is the project open to everyone?		
If this application is to undertake a new project, how have you assessed the need for it? Please attach appropriate evidence.		
What is the amount of Grant you are seeking from Horley Town Council?	£	
What is the total cost of the project or activity?	£	
Please state what contribution your organisation will make towards project (either financial or in kind)		

Is membership restricted in any way? Only to those born female as per recent Supreme Court decision.

Is there a membership fee or other charges for access to your activities? Please give details Annual membership of £54 some of which goes to National, some to County and rest kept by us

Details of Grant Request

Purpose for which grant is required. To fund the completion of making Poppy Display at the memorial gardens for Armistice Celebration 2026 with the support of the British Legion
How will Horley resident's benefit?

Is the project open to everyone? - Yes

If this application is to undertake a new project, how have you assessed the need for it? YES: canvassing opinion locally from various organizations
Please attach appropriate evidence.

What is the amount of Grant you are seeking from Horley Town Council? £ 250-00

What is the total cost of the project or activity? £ Difficult to quantify as you cannot assess the hours given already to making poppies by volunteers.

Please state what contribution your organisation will make towards project (either financial or in kind) Horley W.I has obtained by "begging or borrowing" (but not stealing) red + black wool from anyone who would listen

Funds granted from other bodies (Please give details) £ None
Wool has been obtained from all the charity shops in Horley

Please indicate how you have arrived at the total cost?

Please see attached

If there is a shortfall, how do you propose to fund the deficiency?

From donations of our members.

Previous Applications

Please give details below of all grant applications made by your organisation to Horley Town Council whether successful or not, in the last five years

None.

Attachments

Documents

Yes

No

Constitution

✓

Annual Report

✓

Published Accounts

✓

Budget for activity *see letter*

Budget for organisation

- None as such as we limited by any membership subscribing and Declaration any money raised by activities. Most money raised is for other charities eg Air Ambulance this year.

Name *SALLY SHEPPERSON -*

Position in Organisation *President*

Bank Details

Account

Name

Horley Evening Women's Institute

Account

Sort Code

Account

Number

Signature

Name (Printed) *SALLY SHEPPERSON*

Date *29.7.2026*

If your application is successful, the Grant will be paid via BACS transfer.

Please return the completed application form with supporting information to town.clerk@horleytown.com or post to Town Clerk, Horley Town Council, Council Offices, 92 Albert Road, Horley RH6 7HZ

All data will be securely processed as set out in our privacy notice which can be viewed at horleysurrey-tc.gov.uk

Dear Horley Town Council,
The Grant Committee.

On behalf of the Women's Institute
I should have made this application weeks ago.
But it was difficult to be realistic as to the
cost of the Project in monetary terms.

The Response in knitting and crocheting
from the Horley public has been phenomenal
and very encouraging.

Members of Horley W.I have purchased wool
from suppliers in Horley i.e. the Regent Hall
and the Hospice and the new Savers' shop.
In fact, at the moment there are no red or
Black balls of wool available in the town
to be had. Wool has been donated.

The willingness to knit and crochet is still there
but not everyone can just buy yarn for a
public project. So hence after all this
application.

We get 10^{-12} poppies from 100 gm ball
on average and that costs on average £^{1.69} a ball
if purchased from a "Bargain" shop e.g. The Works.
We get 3-4 strips of Black per 100 gm ball

The region has donated Cable Ties to attach to Railings but we will still need to purchase a substantial quantity.

We would like to achieve full coverage to the end of the recreation ground. We are still hoping to achieve another 2000+ poppies.

We estimate therefore we would like to buy to distribute to willing knitters, to get us towards our target of full coverage. We've had costs of paper for posters etc at around £35, and copy patterns distributed around the town.

Cable Ties: estimated to complete project £80, although we've been given a good supply by the region.

Wool Estimated needed to finish £200+

We wish to put together a book (eg like photo books at a cost when an offer through popsa - three copies one for library, for history society and one for W.I. - estimated £15 a book. This will include memorials to veterans remembered by knitters.

Thus our budget to finish is: —

Wool	=	£ 200-00
Cable Ties		£ 80-00
Paper		35-00
Books		45-00

360 - 00

We therefore apply for £250 towards final costs.

I've sent the insurance policy via email to the town council as I do not have a hard copy, — under separate cover.

Attached are the constitution etc in hard copy.

Our deadline for collecting is set for 22nd September, to allow us to complete assembling in time for election etc for end of October 2026

Yours sincerely

President Horley Evening W.I.



Committee Decision Report

Full Council, 8 September 2026

Exercise of Option to extend the Council's Ground Maintenance Contract with Idverde UK Limited for the period 1 January 2027 to 31 December 2028

1. Background

- 1.1 The Council's Ground Maintenance contractor, **idverde UK Limited** was appointed to carry out ground maintenance contractual responsibilities for all Town Council managed or owned parks and open spaces for a 3 year period 2024-26. The contract allows for an extension of an additional 2 years, as stated in **Clause 3.6** and shown below:

Extension Periods:

There is a variable-option to extend for a further two years (3years, +1year and +1year) at the discretion of the Town Council and by mutual agreement of both parties. These two extension period options might extend for 2x12 months from:

1 January 2027 to 31 December 2027; and from

1 January 2028 to 31 December 2028

- 1.2 The Leisure & Amenities Committee has been kept regularly informed of idverde's performance throughout the contractual period, through monitoring and progress meetings held in consultation with the Chair of the Committee.

2. Transfer of Land Assets

- 2.1 Subsequent to Full Council resolutions made on 16 June 2026 for the freehold transfer of ownership and operational responsibility for the 3 additional sites from Reigate & Banstead Borough Council (RBBC) with effect from 1 December 2026, idverde has confirmed its agreement **to include all these sites within the current Grounds Maintenance Contract, for an additional sum of £35,496 per annum.** The 3 transferred sites to be added to the Town Council's portfolio of parks and open spaces are:

- i) **Yattendon Recreation Ground and Playground**
- ii) **Bay Close Open Space**
- iii) **Riverside Walk, incorporating the former 'scout hut' compound as one parcel of land at Court Lodge Fields.**

- 2.2 In addition, **the Town Council resolved to accept a commuted sum of £249,434k**, as a lump sum payment from RBBC on completion of the asset transfers, **including capital costs for a replacement playground at Yattendon Recreation Ground and ancillary costs** (ie. signage, litter bins etc) at the other sites.

3. Cost implications arising from the three Newly Added Sites

	Existing Sites	Newly Added sites	Total Contract Sum
2027	£65,698k	£35,496k (includes annual inflationary increase, currently 3.5%)	£101,194k

The cost of maintaining the existing sites is met from the Town Council's Annual Budget, as approved by Full Council as part of the Precept setting process in December 2025. The grounds maintenance costs associated with the three additional sites will be funded from the commuted sum of £249,434k received to cover maintenance expenditure for the five-year period to December 2031. The commuted sum will be placed in a fixed-term interest-bearing account, with funds drawn down as required to meet future maintenance costs over the 5 year period. Upon expiry of the commuted sum funding arrangement, the ongoing grounds maintenance costs of these sites will become a recurring Council expenditure and will need to be reflected within future budget and Precept-setting considerations.

4. Recommendation for Full Council consideration

It is recommended that the Town Council:

1. Exercises the option to extend the existing Grounds Maintenance Contract with idverde UK Limited for a further period of two years, from 1 January 2027 to 31 December 2028, in accordance with the provisions of the current contract at Horley Recreation Ground, Court Lodge Fields, Emlyn Meadows and Michael Crescent Centenary Park.
2. Approves as set out below the inclusion of the Council's three newly acquired sites at Yattendon Recreation Ground and Playground, Bay Close Open Space and Riverside Walk within the extended Grounds Maintenance Contract for the period 1 January 2027 to 31 December 2028, at an additional annual cost of £35,496.
 1. Horley Recreation Ground
 2. Court Lodge Fields
 3. Emlyn Meadows
 4. Michael Crescent Centenary Park
 5. Town Centre sites (Diana Walk, Q Gardens, Consort Way East flower beds) and hedge trimming at Langshott and Church Road.
Plus newly added sites
 6. Yattendon Recreation Ground and Playground
 7. Bay Close Open Space
 8. Riverside Walk
3. Approves that the cost of grounds maintenance for the Council's existing sites will continue to be met from the approved Annual Budget, and that the costs associated with the newly acquired sites will be funded from the commuted sum received from Reigate & Banstead Borough Council until December 2031.
4. Approves that, following the expiry of the commuted sum funding arrangement, the ongoing grounds maintenance costs of the newly acquired sites be incorporated into future budget and Precept-setting considerations.
5. Authorises the Proper Officer or delegated officer to take all necessary steps to implement the contract extension and associated contractual variations.

Dog Public Spaces Protection Orders

Pages in Dog Public Spaces Protection Orders

1. 1. [Dog Public Spaces Protection Orders](#)
2. 2. [Dog \(PSPOs\): Banstead and surrounding villages](#)
3. 3. You are here: Dog (PSPOs): Horley
4. 4. [Dog \(PSPOs\): Redhill area](#)
5. 5. [Dog \(PSPOs\): Reigate area](#)

3. Dog (PSPOs): Horley

This page sets out the Public Spaces Protection Orders (PSPOs) regarding how dogs' behaviour is regulated in parks and open spaces in and around Horley.

Where a person responsible for a dog does not follow the requirements of the PSPO(s), the council may issue them with a fixed penalty notice of £80 or, ultimately they may be prosecuted with a maximum £1,000 penalty on conviction.

The parks and open spaces are listed in alphabetical order. All play areas in the Acres, Langshott are listed under the Acres at the top of the list.

Some areas are covered by more than one PSPO which, together, set out the rules specific for each area.

Court Lodge Fields play area

Thornton Close Horley

- This is a dog exclusion area, where no dogs are permitted.

Horley Recreation Ground

Brighton Road (A23), Horley

- This is a dogs-on-lead-by-direction area, where a dog would need to be put on a lead if asked by an authorised officer of the council.
- The area is also covered by the order that sets the maximum number of dogs to be walked, which means no one person is allowed to walk more than four dogs at a time.
- The fouling of land by dogs order requires the person in charge of the dog to clear any fouling.

The following additional rules apply to specific parts of the recreation ground.

- **Multi Use Games Area (basketball court):** This is a dog exclusion area, where no dogs are permitted.
- **Play area:** This is a dog exclusion area, where no dogs are permitted.
- **War Memorial Grounds:** This is a dog exclusion area, where no dogs are permitted.

- **Tennis courts:** This is a dog exclusion area, where no dogs are permitted.

Michael Crescent Recreation Ground Horley

- This is a dog exclusion area, where no dogs are permitted.

The Acres

Field Bank Play Area, Field Bank

- This is a dog exclusion area, where no dogs are permitted.

Flint Close Play Area, Flint Close

- This is a dog exclusion area, where no dogs are permitted.

Orchard Drive Play Area and Multi-use Games Area (basketball court)

- This is a dog exclusion area where no dogs are permitted.

Langshott Play Area, Oakside Lane

- This is a dog exclusion area, where no dogs are permitted.

Peppiatt Close Play Area, Peppiatt Close

- This is a dog exclusion area, where no dogs are permitted.

Tanyard Barn Community Play Area

- This is a dog exclusion area, where no dogs are permitted.

Whittaker Drive South Play Area

- This is a dog exclusion area, where no dogs are permitted.

Whittaker Drive North Play Area

- This is a dog exclusion area, where no dogs are permitted.

Tanyard Meadows, The Acres, Langshott

- This is a dogs-on-lead-by-direction area, where a dog would need to be put on a lead if asked by an authorised officer of the council.
- The area is also covered by the order that sets the maximum number of dogs to be walked, which means no one person is allowed to walk more than four dogs at a time.
- The fouling of land by dogs order requires the person in charge of the dog to clear any fouling.

Weatherhill Common

Smallfield Road Horley

- This is a dogs-on-lead-by-direction area, where a dog would need to be put on a lead if asked by an authorised officer of the council.

- The area is also covered by the order that sets the maximum number of dogs to be walked, which means no one person is allowed to walk more than four dogs at a time.
- The fouling of land by dogs order requires the person in charge of the dog to clear any fouling.

Westvale Park

Campbell Grove Play Area, Campbell Grove

- This is a dog exclusion area, where no dogs are permitted.

Knowles Road Play Area, Knowles Road

- This is a dog exclusion area, where no dogs are permitted.

Moy Green Drive Play Area, Moy Green Drive

- This is a dog exclusion area, where no dogs are permitted.

Myrtle Play Area, Knowells Road

- This is a dog exclusion area, where no dogs are permitted.

Oak Tree, Moy Green Drive

- This is a dog exclusion area, where no dogs are permitted.

Wicks Farm Play Area, Peach Road

- This is a dog exclusion area, where no dogs are permitted.

Yattendon Road Recreation Ground play area

This is a dog exclusion area, where no dogs are permitted.

Dog Public Spaces Protection Orders

Pages in Dog Public Spaces Protection Orders

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2. 2. [Dog \(PSPOs\): Banstead and surrounding villages](#)
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5. 5. [Dog \(PSPOs\): Reigate area](#)

Dog Public Spaces Protection Orders aim to help keep public spaces clean, safe and welcoming, while balancing the needs of dog owners, wildlife and other people who use our parks and open spaces.

These rules set out how dog walkers should control their dogs and they can apply either borough-wide or in specific areas, such as parks, commons, play areas and sports

facilities. They help us to encourage responsible behaviour and deal with dog fouling, poor dog control and set out areas where dogs need to be restricted.

Where a person responsible for a dog does not follow the requirements of a PSPO, they are committing an offence and the Council may issue them with a fixed penalty notice of £80 or, ultimately, they may be prosecuted with a maximum £1,000 penalty on conviction.

Reviewing the dog PSPOs

PSPOs must be reviewed and consulted on every three years before they can be renewed and [we are now consulting on whether to renew our dog PSPOs](#) that apply in parks, open spaces and public areas across the borough. We want to hear from residents, dog owners, park users, professional dog walkers and local groups.

The public consultation runs from 12 noon on 17 August to 11.59pm on 27 September 2026.

[Take the dog PSPO survey](#)

The previous consultation took place in 2023. Feedback from this consultation and the changes made to the PSPOs can be found on the [2023 review of Dog Control PSPOs page](#).

Our dog PSPOs

There are three PSPOs covering the whole borough - public roads, pavements and verges, parks and open spaces.

- **Cleaning up dog fouling** to keep public areas clean and reduce health risks
- **Dogs on leads by direction** where an authorised officer can ask for a dog to be put on a lead if requested
- **A maximum number of four dogs can be walked by one person at any one time** to help ensure groups of dogs can be properly supervised, controlled and cleaned up after.

In addition to these, we have PSPOs that help us to control dog behaviour in specific parks and open spaces:

- **Dogs on leads in certain areas** where closer control is needed for safety, wildlife or other users
- **Dog exclusion areas**, such as enclosed children's play areas, where dogs are not allowed, to promote health and safety

Dog exclusion and dog on lead areas on our [Where I Live Maps](#) feature and below:

This survey asks for your views on the regulations that dog walkers have to adhere to in the borough. It will help us understand how existing controls are working, whether they remain appropriate, and how park users feel about the management of dogs in our public spaces.

These regulations form Public Spaces Protection Orders (PSPOs) for each park or open space. Where a person responsible for a dog does not follow the requirements of the PSPOs, the council may issue them with a **fixed penalty notice of £80 or, ultimately, they may be prosecuted with a maximum £1,000 penalty on conviction.**

The current PSPOs have been in place for six years and must now be reviewed before the council decides whether to renew them. We are also considering introducing dog control measures in additional locations where they may be needed.

This survey is structured into four parts:

1. Renewal of the Borough wide PSPOs.
2. Renewal of PSPOs in specific parks or open spaces.
3. Introducing new PSPOs in specific parks or open spaces.
4. About you.

This survey will take **10-20 minutes** to complete. This consultation closes on **Sunday 27th September 2026 at 11:59 pm**.

If you have any questions about PSPOs or would like to request an accessible paper copy of this survey, please email JET@reigate-banstead.gov.uk

You can also comment on regulations covering Dog PSPOs by emailing engagement@reigate-banstead.gov.uk.

You can find out what the PSPO requires from dog owners on our [website](#). Some open spaces and parks have more than one PSPO covering them. These are summarised and explained on our website. We encourage you to read the information for your chosen park or open space before answering the relevant questions.

Section 1: Renewal of Borough wide PSPOs

 13%

The proposed renewal of the borough-wide PSPOs aims to promote responsible dog ownership and help keep public spaces safe, clean and enjoyable for everyone.

These **borough-wide PSPOs** apply across **public highways, roads, pavements, verges, public rights of way and footpaths within the borough**. The PSPOs:

- Require anyone in charge of a dog to clear up after it if it fouls on land covered by the PSPO.
- Require dogs to be kept on a lead at all times in designated dogs-on-lead areas and, in all other areas, to be placed on a lead when directed by an authorised council officer.
- Limit the number of dogs that one person can walk at any one time to a maximum of four.

Failure to comply with the requirements of a PSPO may result in the issue of a Fixed Penalty Notice of £80, with further enforcement action available where appropriate.

You can find out more information about borough wide PSPOs on our [website](#)

2. For each **borough-wide** PSPO requirement listed below, please tell us whether you support its renewal for **public highways, roads, pavements, verges, public rights of way and footpaths**. *

2. For each **borough-wide** PSPO requirement listed below, please tell us whether you support its renewal for **public highways, roads, pavements, verges, public rights of way and footpaths**. *

	Yes	No
Require anyone in charge of a dog to clear up after it if it fouls on land covered by the PSPO.	☐	☐
Require dogs to be kept on a lead at all times in designated dogs-on-lead areas and, in all other areas, to be placed on a lead when directed by an authorised council officer.	☐	☐
Limit the number of dogs that one person can walk at any one time to a maximum of four.	☐	☐

Please use this space to explain your reason and share any other comments relating to the Dog PSPOs - required

This **borough-wide** PSPO currently applies to **parks and open spaces across the borough** and is proposed for renewal. The PSPO requires:

- Those in charge of dogs to clear up dog fouling.
- Dogs to be kept on a lead at all times in designated dogs-on-lead areas and, in all other areas, to be placed on a lead when directed by an authorised council officer.
- The number of dogs that one person can walk at any one time to be limited to four.
- Dogs to be excluded from designated dog exclusion areas.

Failure to comply with the requirements of the PSPO may result in the issue of a Fixed Penalty Notice of £80, with further enforcement action available where appropriate.

You can find out more information about borough wide PSPOs on our [website](#)

3. For each proposed **borough-wide PSPO** requirement listed below, please tell us whether you support its renewal in **parks and open spaces**? *

	Yes	No
Require those in charge of dogs to clear up dog fouling.	☐	☐
Require dogs to be kept on a lead at all times in designated dogs-on-lead areas and, in all other areas, to be placed on a lead when directed by an authorised council officer.	☐	☐
Limit the number of dogs that one person can walk at any one time to four.	☐	☐
Require dogs to be excluded from designated dog exclusion areas.	☐	☐

Please use this space to explain your reason and share any other comments relating to the Dog PSPOs - required

Section 2: Renewal of local PSPOs in specific parks or open spaces

20%

Dog Public Spaces Protection Orders (PSPOs) have been in place in some **local open spaces and parks** for six years. We are now reviewing these existing controls and seeking your views on whether they should be renewed.

Some parks and open spaces are subject to more than one PSPO. Details of the restrictions that apply at each location are available on our [website](#).

In this section, you can select up to **five local parks/open spaces locations** where you can give your views on the renewal of the PSPOs. If you would like to comment on more than five, you can complete this survey again.

4. How many open spaces or parks would you like to comment on for local PSPO **renewal** proposals? *

5. Which park or open space would you like to comment on? *

Other: If the park or open space you'd like to comment on is not listed, please provide its name, address, or location in the box below.

6. Do you support renewing the current PSPO/s for your chosen park or open space? *

☐ Yes ☐ No

Please use this space to explain your reason and share any other comments relating to the Dog PSPOs. If you are commenting about a park which is covered by more than one order, please give details about the location/s in the park you are commenting on.

7. What are the main purposes you use this park for? Tick your top 3 (maximum). *

- ☐ Commercial dog walking ☐ Dog walking ☐ For children's play ☐ For sports, fitness or exercise ☐ For walks (without a dog)
- ☐ Relaxation/enjoying nature/fresh air ☐ Other (please specify):

Section 3: Proposed new dog exclusion areas

60%

We are proposing to introduce **new dog exclusion areas in 3 parks across the borough**. Dog exclusion areas are locations where dogs are not permitted to enter. Information about the proposed new dog exclusion areas, including the locations being considered, is available on our [website](#).

8. Which open spaces or parks would you like to comment on for **new dog exclusion areas**? (Please select all the areas you wish to comment on) *

- ☐ Nurses Corner Play Area, Horley
- ☐ Rathbone Playground, Horley
- ☐ Webber Street Playground, Horley
- ☐ I do not want to comment on proposals for new local PSPOs

9. Do you support the proposed introduction of a dog exclusion area in Nurses Corner Play Area? *

☐ Yes ☐ No

If you have any comments or suggestions about the proposed dog exclusion area, please provide them below.

10. What are the main purposes you use this park for? Tick your top 3 (maximum). *

- ☐ Dog walking
- ☐ For walks (without a dog)
- ☐ For children's play
- ☐ For sports, fitness or exercise
- ☐ Relaxation/enjoying nature/fresh air
- ☐ Other (please specify):