

An Ordinary Meeting of Horley Town Council will be held at the Old Town Council Offices, Albert Road, Horley on Tuesday 17 July 2007 at 7.30 pm.

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

- 1 Apologies and Reasons for absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Council and Committee Minutes**
To note a change of procedure, following advice from the Internal Auditor,
- 5 Adoption of Minutes**
 - i) To adopt the minutes of the Annual Meeting of the Council held on 15 May 2007.
 - ii) To adopt the minutes of the meeting of the Estate of Cyril Edmonds Sub-Committee held on 29 May 2007.
 - iii) To adopt the minutes of the meeting of the Relocation Sub-Committee held on 7 June 2007.
- 6 Matters Arising**
 - i) Annual Meeting of the Council held on 15 May 2007.
 - ii) Estate of Cyril Edmonds Sub-Committee held on 29 May 2007.
 - ii) Relocation Sub-Committee held on 7 June 2007.
- 7 Committee Reports**
To receive the minutes of the meeting of the Planning & Development Committee held on 29 May 2007.
- 8 Chairman's Report**
To receive a report of meetings and events attended by the Chairman.
- 9 National Association of Local Councils (NALC)**
To consider information received.
- 10 Surrey County Association of Parish & Town Councils (SCAPTC)**
 - i) Following the recommendation of the Finance & General Purposes Committee, to approve the revised SCAPTC Constitution.
 - ii) To receive a report of the SCAPTC Annual Meeting held on 14 July 2007.

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- 11 Local Authorities (Model Code of Conduct) Order 2007**
i) To review the briefing from the Borough Council's Head of Legal and Property Services, held earlier this evening.
ii) Following the recommendation of the Finance & General Purposes Committee, to adopt the revised Model Code of Conduct, including paragraph 12(2).
- 12 Town Council Office Furniture & Equipment**
To approve recent expenditure, following the move to the Portakabin.
- 13 Annual Audit for the Year Ending 31 March 2007**
i) Following the recommendation of the Finance & General Purposes Committee, to approve the Unaudited Balance Sheet and Income and Expenditure Account for the year ending 31 March 2007.
ii) To approve the Statement of Accounts, the Statement of Assurance and the Annual Internal Audit Report. (Sections 1,2 & 4 of the Annual Return)
- 14 Prom in the Park, A23 Recreation Ground, 21 July 2007**
i) To receive an update.
ii) To note correspondence received and this Council's response.
- 15 Youth Council Event**
To consider a request from the Youth Council to hold an event in the A23 Recreation Ground at the end of August.
- 16 Citizens Advice Bureau in Horley**
To receive an update.
- 17 Estate of Cyril Edmunds deceased**
To receive an update on recent meetings.
- 18 Emlyn Meadows**
To consider correspondence received from a local resident.
- 19 Letters Received**
- 20 Urgent Business**
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 confidential nature of the business about to be transacted, it is proposed that, in the public interest, the public and press be excluded from the remainder of the meeting under the provisions of The Public Bodies (Admission to Meetings) Act 1960.

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- 23 Adoption of Confidential Minutes** **CONFIDENTIAL**
To adopt the Confidential Minutes of:
i) Annual Meeting of the Council held on 15 May 2007.
ii) Estate of Cyril Edmonds Sub-Committee held on 29 May 2007.
ii) Relocation Sub-Committee held on 7 June 2007.
- 24 Matters Arising** **CONFIDENTIAL**
i) Annual Meeting of the Council held on 15 May 2007.
ii) Estate of Cyril Edmonds Sub-Committee held on 29 May 2007.
ii) Relocation Sub-Committee held on 7 June 2007.
- 25 Town Council Grant Scheme** **CONFIDENTIAL**
To consider the recommendations of the Awards Committee and to agree the way forward.
- 26 Town Awards** **CONFIDENTIAL**
To consider the recommendations of the Awards Committee and to agree the way forward.
- 27 Relocation of Town Council Offices** **CONFIDENTIAL**
To receive an update.
- 28 Press Release**
To agree items for inclusion.

Date of next meeting – 18 September 2007

Signed



Alan Jones
12 July 2007