

**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,  
Albert Road, Horley on Tuesday 26 June 2012 at 7.30pm.**

- 1 Apologies and Reasons for absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Minutes**  
To approve the minutes of the Annual Meeting of the Council held on 15 May 2012.
- 5 Matters Arising**  
Annual Meeting of the Council held on 15 May 2012.
- 6 Committee Reports**  
To receive the minutes of the meetings of the following Committees:
  - i) Unapproved minutes of the Leisure & Amenities Committee held on 29 May 2012
  - ii) Unapproved minutes of the Finance & General Purposes Committee held on 12 June 2012
  - v) Approved minutes of the Planning & Development Committee held on 22 May 2012
- 7 Chairman's Report**  
To receive a report of meetings recently attended by the Chairman.
- 8 Annual Audit for the Year Ending 31 March 2012**
  - i) To approve the Unaudited Balance Sheet as at 31 March 2012, the Income & Expenditure Account for 1 April 2011 to 31 March 2012, Reserve Analysis as at 31 March 2012 and other associated documents.
  - ii) To approve the Accounting Statements, Annual Governance Statement and the Annual Internal Audit Report. (Sections 1,2 & 4 of the Annual Return)
- 9 Member Code of Conduct**
  - i) To consider the recommendations of the Finance & General Purposes Committee that Horley Town Council adopt Reigate & Banstead Borough Council's Member Code of Conduct from 1 July (or when available) and that the position be reviewed after six months.
  - ii) To agree the way forward.
- 10 The Local Elections (Declaration of Acceptance of Office) Order 2012**  
To note that this Order comes into force on 9 July and to consider the way forward.
- 11 Recognition of Service of Past Chairmen**  
To agree the way forward.

- 12 Town Awards**  
To agree the way forward for 2012 / 2013
- 13 Strategy & Forward Planning Advisory Group**  
i) To receive an update on recent meetings.  
ii) Health Check, Residents' & Business Questionnaires – to receive an update.
- 14 Surrey Police**  
To receive an update on recent liaison meetings.
- 15 Environment Matters**  
To receive an update.
- 16 Horley Anderson Centre / Innes Pavilion Division**  
To receive a report from the Clerk.
- 17 Horley Association of Traders (HATS)**  
To consider how the Town Council might associate with HATS.
- 18 Letters Received**
- 19 Diary Dates**
- 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 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 Approval of Confidential Minutes** **CONFIDENTIAL**  
To approve the confidential minutes of the Annual Meeting of the Council held on 15 May 2012
- 24 Matters Arising** **CONFIDENTIAL**  
Annual Meeting of the Council held on 15 May 2012
- 25 Committee Reports – Confidential Minutes** **CONFIDENTIAL**  
To receive the confidential minutes of Committee meetings.
- 26 Innes Pavilion / Horley Sports (Social) Club** **CONFIDENTIAL**  
To receive an update on recent meetings and other matters.
- 27 Press Release**  
To agree items for inclusion.



Signed Alan Jones, 21 June 2012      Date of Next Meeting – 28 August 2012