

HORLEY TOWN COUNCIL
Finance & General Purposes Committee

A meeting of the above-named Committee will be held at the Town Council Offices, Albert Road, Horley, on **Tuesday 15 November 2005 at 7.30 pm**

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

A G E N D A

- 1 Apologies and Reasons for Absence**
- 2 Declarations of Interest**
- 3 Public Forum**
- 4 Matters Arising**
 - i) Extraordinary Committee Meeting, Tuesday 19 July 2005
 - ii) Committee Meeting, Tuesday 27 September 2005.
 - iii) Decisions Sub-Committee of the Finance & General Purposes Committee, 4 October 2005.
- 5 Outside Bodies and Sub-Committees**

To receive reports of attendance at recent meetings.
- 6 Borough Standards Committee**

To receive an update.
- 7 Town Council Offices – Christmas Opening Hours**

To agree opening hours during the Christmas / New Year period.
- 8 Charges for Use of Town Council Facilities**

To agree charges for 2006/2007.
- 9 Public Address System**
 - i) To approve the purchase of additional storage boxes and covers, at a cost of £91.91 plus VAT.
 - ii) To note that proposals for hiring out the equipment will be considered at the next meeting of this Committee.
- 10 Town Guide**

To receive an update from the Clerk.
- 11 National Association of Local Councils (NALC)**

To consider correspondence received.
- 12 Surrey County Association of Parish & Town Councils (SCAPTC)**
 - i) To consider correspondence received.
 - ii) To consider attendance at forthcoming events.
- 13 Albert Rooms Inspection**

To receive a report of the inspection, recently undertaken by the Clerk and Cllr Meech.

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- 14 Michael Crescent Centenary Park – Improvements to Front Fencing**
To consider a quotation received and to agree the way forward.
- 15 Remembrance Programme 2005**
To review the recent events and to agree the way forward for future years.
- 16 Christmas Lights**
i) Town Centre lights and Christmas tree - to receive an update.
ii) Christmas Hospitality – to finalise arrangements.
- 17 Surrey County Council Consultations**
i) To note receipt of Proposals to Change Schools' Admissions Criteria from September 2007 and to consider making a response. (Required by 16 December 2005.)
ii) To note receipt of the Outline Children and Young People's Plan for Surrey and to consider making a response. (Required by 9 January 2005.)
- 18 Councillors' Internal Audit**
To receive the internal audit reports for August and September 2005. (Plus October, if available.)
- 19 Financial Reports**
To approve the financial reports, including bank reconciliations and accounts payable, up to 30 September 2005 (Plus October, if available).
- 20 Recommendations to Finance & General Purposes Committee**
To ratify or approve expenditure as recommended at other Committee meetings.
- 21 Licensing Matters**
To consider applications received.
- 22 Letters Received**
- 23 Urgent Business**
To note urgent business for inclusion on future agenda.
- 24 Press Release**
To agree items for inclusion.
- 25 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.
- 26 Matters Arising** **CONFIDENTIAL**
i) Extraordinary Committee Meeting, Tuesday 19 July 2005
ii) Committee Meeting, Tuesday 27 September 2005.
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- 27 Relocation of Town Council Offices** **CONFIDENTIAL**
To receive an update from the Clerk.
- 28 Town Council Estimates and Precept 2006/2007**
To finalise draft estimates and to agree a Precept for 2006/2007, for recommendation to Full Council on 6 December 2005.
- 29 Press Release**
To agree items for inclusion.

Date of next meeting –24 January 2006

Signed



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Dated 10 November 2005