

**HORLEY TOWN COUNCIL**  
**Finance & General Purposes Committee**

A meeting of the above-named Committee will be held at the Albert Rooms,  
Albert Road, Horley, on **Tuesday 31 July 2012 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 Approval of Minutes**  
Committee Meeting, Tuesday 12 June 2012
- 5 Matters Arising**  
Committee Meeting, Tuesday 12 June 2012
- 6 Outside Bodies**  
To receive reports of attendance at meetings of Outside Bodies.
- 7 Town Councillors' Audit**
  - i) To receive the Councillors' Audit Certificate for May and June 2012.
  - ii) To agree the date and attendance for the next Town Councillors' Audit.
- 8 Financial Reports**  
To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 30 June 2012
- 9 Investment Policy (Approved Borrowers)**  
To review the Policy
- 10 Reserves and Precept Preparation**
  - i) To receive an oral update on progress made by the Working Group.
  - ii) To agree the timetable for preparing budgets and precept requirement for 2013 – 2014.
- 11 Communications**
  - i) "Meet your Councillor" – to agree future dates, venues and members' attendance.
  - ii) Web Site – to receive an update
  - iii) Members' Intranet – to receive an update.
  - iv) Members' Bulletin – to agree the way forward.
- 12 Albert Rooms – Repairs to Heating System**  
To consider a quotation received.
- 13 Borough Standards Committee**  
To receive an update.
- 14 Surrey County Association of Parish & Town Councils (SCAPTC) & National Association of Local Councils (NALC)**
  - i) To receive an update on recent meetings
  - ii) Localisation of Council Tax Support – to consider information received.
  - iii) To consider any other information received.

.....Continued

- 15 Localism Act (General Power of Competence)**  
To receive an update.
- 16 Declaration of Interest Forms**  
To receive an update from the Clerk
- 17 Horley Anderson Centre / Innes Pavilion Division**  
To receive an update.
- 18 Community Foundation for Surrey**  
i) To note receipt of the Fund Statements from 1 April to 30 June 2012.  
ii) To note other information received.
- 19 Letters Received**
- 20 Diary Dates**  
To note forthcoming events.
- 21 Agenda Preparation**  
To clarify the process for placing items on agenda.
- 22 Urgent Business**  
To note urgent business for inclusion on any future agenda.
- 23 Press Release**  
To agree items for inclusion.
- 24 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.”
- 25 Approval of Confidential Minutes** **CONFIDENTIAL**  
Committee Meeting, 12 June 2012.
- 26 Matters Arising** **CONFIDENTIAL**  
Committee Meeting, 12 June 2012.
- 27 Innes Pavilion / Horley Sports (Social) Club** **CONFIDENTIAL**  
i) To consider a quotation received for improvements to security.  
ii) To receive an update on recent meetings.
- 28 Press Release**  
To agree items for inclusion.

**Date of next meeting – 25 September 2012**



**Signed: Town Clerk**

**Dated 26 July 2012**