

HORLEY TOWN COUNCIL

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**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,
Albert Road, Horley on Tuesday 13 February 2018 at 7.30 pm.**

- 1 Apologies and Reasons for Absence**
To receive apologies and reasons for absence.
- 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 Meeting of the Council held on 12 December 2017
- 5 Matters Arising**
Minutes of the Ordinary Meeting of the Council held on 12 December 2017
- 6 Committee Reports**
To receive the minutes of the meetings of the following Committees:
 - i) Unapproved minutes of the Leisure & Amenities Committee held on 16 January 2018**
 - ii) Unapproved minutes of the Finance & General Purposes Committee held on 23 January 2018**
 - iii) Approved minutes of the Planning & Development Committee held on 5 December 2017**
 - iv) Approved minutes of the Planning & Development Committee held on 9 January 2018**
- 7 Chairman's Report**
To receive a report of events recently attended by the Chairman or his representative.
- 8 Borough, County Councillor and Other Updates**
 - i) To receive an update on the recently held Residents' Forum Meeting**
 - ii) To receive an update on the meeting with the Lead Officer for the Reigate & Banstead Local Committee.**
 - iii) To receive an update on the meeting with Gavin Handford, attended by the Town Clerk, Head of Leisure and Clerk to Salfords & Sidlow Parish Council.**
- 9 St Bartholomew's Church**
To consider an application for funding towards the maintenance of the grass and hedges in the New Churchyard.
- 10 Proposals for Café at Horley Recreation Ground**
To receive any updates.
- 11 Licence to Operate the Saturday Market in the Central Car Park, Horley**
To note that the Licence between the Borough Council and the Town Council ends on 21 March 2018 and to agree the way forward.
- 12 Risk Assessment and Management Paper 2017 – 2018**
To approve the Risk Assessment Paper, as recommended by the Finance & General Purposes Committee.

- 13 Electoral Review of Reigate & Banstead**
i) To note that the Local Government Boundary Commission has begun a Ten-week Public Consultation, inviting suggestions for new warding arrangements (closing date, 9 April 2018).
ii) To receive an update on information received to date and to agree the way forward, prior to any suggestions being put forward by the Town Council to the Commission.
- 14 Internal Control Review 2017/2018**
To approve the annual review of the effectiveness of the Town Council's system of internal control and management of risk.
- 15 Horley Edmonds Community Fund**
i) To note receipt of the Quarter Three Fund Statement up to 31 December 2017
ii) To note changes to deadlines for grant applications.
- 16 Letters Received**
- 17 Diary Dates**
- 18 Urgent Business**
To note urgent business for inclusion on future agenda.
- 19 Press Release**
To agree items for inclusion.
- 20 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."
- 21 Confidential Minutes** **CONFIDENTIAL**
To approve the confidential minutes of the Ordinary Meeting of the Council held on 12 December 2017.
- 22 Matters Arising** **CONFIDENTIAL**
Confidential minutes of the Ordinary Meeting of the Council held on 12 December 2017.
- 23 Committee Reports – Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of Committee meetings.
- 24 Staffing Matters** **CONFIDENTIAL**
i) To note that a Subject Access Notice has been served on the Town Council
ii) To receive an update on recent actions taken.
- 25 Press Release**
To agree items for inclusion.



Signed, Town Clerk, 8 February 2018

Date of Next Meeting – 3 April 2018