

HORLEY TOWN COUNCIL

Alan Jones FCSI ACIB

Town Clerk

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**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,
Albert Road, Horley on Tuesday 7 February 2017 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 13 December 2016
- 5 Matters Arising**
Minutes of the Ordinary Meeting of the Council held on 13 December 2016
- 6 Committee Reports**
To receive the minutes of the meetings of the following Committees:
 - i) Unapproved minutes of the Leisure & Amenities Committee held on 10 January 2017
 - ii) Unapproved minutes of the Finance & General Purposes Committee held on 17 January 2017
 - iii) Approved minutes of the Planning & Development Committee held on 6 December 2016
 - iv) Approved minutes of the Planning & Development Committee held on 3 January 2017
- 7 Chairman's Report**
To receive a report of events recently attended by the Chairman or his representative.
- 8 Reports from Surrey County Councillors**
To consider any information received.
- 9 Surrey Police**
To receive any updates.
- 10 Proposals for Café at Horley Recreation Ground**
To receive an update from the Working Group and to consider the way forward.
- 11 Risk Assessment**
To approve the Risk Assessment and Management Paper for 2016/ 2017.
- 12 Internal Control Review 2016/2017**
To approve the annual review of the effectiveness of the Town Council's system of internal control and management of risk.
- 13 Closed Circuit Television (CCTV) Policy and Code of Practice**
To approve the Policy, as recommended by the Finance & General Purposes Committee.
- 14 Horley Edmonds Community Fund**
To note receipt of the Quarter 3 Fund Statement (1 April 2016 – 31 December 2016)

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- 15 Horley Saturday Market**
i) To receive an update on possible Business Rate liabilities.
ii) To consider the draft Licence for the operation of the Saturday Market at the Central Car Park.
- 16 Use of High Street Car Park**
To receive an update on recent developments.
- 17 Gatwick Diamond Business (Gdb)**
To consider this Council's future membership of Gdb.
- 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 Confidential Minutes** **CONFIDENTIAL**
To approve the confidential minutes of the Ordinary Meeting of the Council held on 13 December 2016.
- 24 Matters Arising** **CONFIDENTIAL**
Minutes of the Ordinary Meeting of the Council held on 13 December 2016.
- 25 Committee Reports – Confidential Minutes** **CONFIDENTIAL**
To receive the confidential minutes of Committee meetings.
- 26 Staffing Matters** **CONFIDENTIAL**
i) To receive an update on a recent meeting of the Staff Sub-Committee.
ii) Engagement of Business Apprentice – to receive an update.
- 27 Horley Edmonds Community Fund** **CONFIDENTIAL**
To consider applications for funding.
- 28 Press Release**
To agree items for inclusion.



Signed, Town Clerk, 2 February 2017 Date of Next Meeting – 4 April 2017