

**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 1 October 2013** 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 & Dispensations**
  - i) To receive any Declarations of Interest regarding items on this agenda.
  - ii) To receive written requests for dispensations for Disclosable Pecuniary Interests (if any).
  - iii) To grant any requests for dispensations, as appropriate.
- 3 Public Forum**
- 4 Approval of Minutes**

Committee Meeting, Tuesday 6 August 2013
- 5 Matters Arising**

Committee Meeting, Tuesday 6 August 2013
- 6 Audit Matters**

To receive the Councillors' Audit Certificate for July and August 2013.
- 7 Financial Reports**

To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 August 2013
- 8 Communications**
  - i) "Meet your Councillor" – to receive an update on the recent events.
  - ii) To receive an update on the redevelopment of the Town Council website
- 9 Borough Standards Committee**

To receive an update.
- 10 100<sup>th</sup> Anniversary of World War One – Production of Memorial Book**

To receive an update.
- 11 Horley Town Guide – 2013/2014**

To receive an update.
- 12 Christmas 2013**
  - i) Christmas tree and lights - to agree the way forward.
  - ii) To agree office opening hours over the Christmas period.
- 13 IT Support**

To approve the continuation of the maintenance agreement with Micro Maintenance for a further year. (Total cost, £1800 plus VAT, unchanged from last year.)
- 14 Surrey Association of Local Councils (Surrey ALC)  
& National Association of Local Councils (NALC)**
  - i) To receive an update on recent meetings
  - ii) To note that the Surrey ALC Annual Meeting and Conference are due to take place on 15 October and that two members are invited to attend.
  - iii) To consider any other information received.

**...Continued**

- 15 Application for Grant Funding**  
To consider an application from Victim Support
- 16 Letters Received**
- 17 Diary Dates**  
To note forthcoming events.
- 18 Urgent Business**  
To note urgent business for inclusion on any 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 Approval of Confidential Minutes** **CONFIDENTIAL**  
Committee Meeting, Tuesday 6 August 2013.
- 22 Matters Arising** **CONFIDENTIAL**  
Committee Meeting, Tuesday 6 August 2013.
- 23 Innes Pavilion / Horley Sports (Social) Club** **CONFIDENTIAL**  
i) To receive an update on recent meetings and correspondence.  
ii) Community Improvements Fund (Leaders’ Initiative), Innes Pavilion Bid – to receive an update.
- 24 Precept 2014 – 2015** **CONFIDENTIAL**  
i) To agree this year’s timetable.  
ii) To consider an initial assessment of this Committee’s requirements.
- 25 Press Release** **CONFIDENTIAL**  
To agree items for inclusion.

**Date of next meeting – 26 November 2013**



**Signed: Town Clerk**

**Dated 26 September 2013**