

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 25 September 2018** at **7.30 pm**

A G E N D A

- 1 Apologies and Reasons for Absence**
- 2 Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive from members any declarations of interest in relation to any items included on this agenda.
- 3 Public Forum**
- 4 Approval of Minutes**
Committee Meeting, Tuesday 31 July 2018
- 5 Finance Updates**
Committee Meeting, Tuesday 31 July 2018
- 6 Audit Matters**
To receive the Councillors' Audit Certificate for July and August 2018.
- 7 Financial Reports**
To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 August 2018
- 8 Precept 2019/20**
To agree the timetable for setting the 2019/20 precept.
- 9 Communications**
 - i) To receive an update on the meeting of the Communications Sub-Committee held earlier in the evening
 - ii) To receive an update on any other matters.
- 10 General Data Protections Regulations (GDPR)**
To receive any updates.
- 11 Surrey Association of Local Councils (Surrey ALC)
& National Association of Local Councils (NALC)**
 - i) To receive updates on recent meetings and other events attended.
 - ii) To receive an update on any other matters and to consider any information received.
- 12 Fire Risk Assessment, Town Council Offices**
To receive an update on the recent Fire Risk Assessment.
- 13 Legionella Risk Assessments at Council Offices and Innes Pavilion**
To receive updates on the recent Risk Assessments
- 14 Community Infrastructure Levy (CIL)**
To receive the latest quarterly report.
- 15 Loud Speaker System for Albert Rooms**
To consider possible options.

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16 Remembrance Programme 2018

- i) To note receipt of the Horley RBL Remembrance Programme and actions required by this Council.
- ii) To approve the Town Council's donation of £250 to the Royal British Legion Poppy Appeal.

17 Christmas 2018

To consider arrangements for the Councillors' Hospitality possible provision of a Christmas Tree and Office Closures over the Christmas period.

18 Town Council Insurance – Low Claims Rebate

To note that a refund of £186.57 is due to the Town Council for the period 2017 – 2018

19 Letters Received

20 Diary Dates

To note forthcoming events.

21 Urgent Business

To note urgent business for inclusion on any future agenda.

22 Press Release

To agree items for distribution.

23 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."

24 Approval of Confidential Minutes

Committee Meeting, Tuesday 31 July 2018.

CONFIDENTIAL

25 Finance Updates

Committee Meeting, Tuesday 31 July 2018.

CONFIDENTIAL

26 Safety Surfacing in Playground at Horley Recreation Ground

To receive an update on further site meetings and to agree the appointment of a Contractor to carry out the work.

CONFIDENTIAL



Signed: Joan Walsh, Town Clerk, 20 September 2018

Date of next meeting – Tuesday 20 November 2018