

HORLEY TOWN COUNCIL

Joan Walsh
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AGENDA

ORDINARY MEETING OF HORLEY TOWN COUNCIL

Date / Time: Tuesday 27 January 2026 at 7.30pm

Venue: Horley Baptist Church, 289 Court Lodge Road, Horley, Surrey RH6 8RG

SENT BY EMAIL TO ALL MEMBERS OF THE COUNCIL

Dear Councillors

You are hereby respectfully summoned to attend an **ORDINARY MEETING of HORLEY TOWN COUNCIL** to be held on Tuesday 27 January 2026, 7.30pm, at the Horley Baptist Church, 289 Court Lodge Road, Horley, Surrey RH6 8RG. The Agenda for the meeting is attached to this Summons.

Yours sincerely

Joan Walsh
Chief Executive Officer

Members' Apologies:

If required, a Member must submit their apologies for this meeting by sending an email to: info@horleysurrey-tc.gov.uk or by telephoning the office on 01293 784765, by no later than noon on the day of the meeting.

Public Forum:

Members of the Public and Press are welcome to attend this meeting in person

Public and Press attendees are invited to put questions or draw relevant matters to the Council's attention and are permitted to speak once only and for five minutes maximum in respect of a business item on the agenda, at the discretion of the Chair. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chair may direct that a question or comment is submitted in writing which shall be answered in due course.

HORLEY TOWN COUNCIL

An Ordinary Meeting of Horley Town Council will be held at the Horley Baptist Church, 289 Court Lodge Road, Horley, Surrey RH6 8RG on Tuesday 27 January 2026 at 7.30pm

All correspondence and papers referred to in the public part of the agenda are available to view on the website

The meeting will be preceded at 6.30pm with a private briefing by Citizens Advice Bureau on its valuable work and services in the community.

AGENDA

- 1 Apologies for Absence**
To receive apologies for absence with officer recommendation for acceptance.
- 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 Council Meeting held on [9 December 2025](#).
- 5 Full Council Updates**
- 6 Committee Reports**
 - i) To receive the unapproved Minutes of the meetings of the following Committees:
Leisure Committee held on 20 January 2026
 - ii) To receive the approved Minutes of the following Committee meetings:
Planning & Development Committee held on [16 December 2025](#) and unapproved Minutes of 13 January 2026
- 7 Council Chair's Report**
To receive a report of events attended by the Chair or representative since the Full Council meeting held on 9 December 2025 (*attached*).
- 8 Surrey Association of Local Councils (SALC) and National Association of Local Councils (NALC)**
 - i) To receive an update from Cllr Mike George as the HTC representative on the SALC Board, including the recent SALC Clerk/Cllr Forums.
 - ii) To receive any other updates from the National and County Associations.
- 9 Borough, County Council and Other Updates**
 - i) To receive an update on the SCC/RBBC/HTC Joint Council meeting, held on 19 January 2026.
 - ii) To note that the next RBBC/HTC Liaison Meeting is due to be held on 5 February 2026.
- 10 Internal Audit Matters**
 - i) To receive the Councillors' Audit Certificates for October, November, and December 2025 (*attached*).
 - ii) To receive an update on any other matters.
- 11 Financial Matters**
To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to 31 December 2025 (*attached*).
- 12 Community Foundation for Surrey (CFS) - Horley Edmonds Community Fund (HECF)**
 - i) To consider an application from Horley Lions for £2,500 towards providing support to households and individuals who are struggling to keep warm this winter.
 - ii) To consider an application from SparkFish - Secondary Transition for £1,500 towards working with children in East Surrey during the transition from primary to secondary school.
 - iii) To consider an application from YMCA East Surrey for £2,500 towards funding for youth clubs and youth work in Surrey.
 - iv) To receive an update on any other matters.
- 13 Meetings Calendar 2026-27**
To review meeting arrangements and the proposed meetings calendar for the Municipal Year 2026/27 and to make recommendations for final approval at the next Full Council meeting on 17 March 2026.

- 14 Annual Town Public Forum (formerly 'Town Meeting')**
To consider arrangements for the meeting to be held on Friday 15 May 2026 from 6.30pm.
- 15 HTC Neighbourhood CIL**
To receive the latest quarterly CIL report from Reigate and Banstead Borough Council for the period 16/09/25-15/12/25.
- 16 HTC Grants Scheme – Funding Applications:**
To consider an application from St Bartholomew's Church towards maintenance of the New Churchyard.
- 17 White Ribbon Campaign**
To consider Horley Town Council signing up to the [White Ribbon Campaign](#), demonstrating its commitment to ending male violence against women and girls.
- 18 Town Councillor Vacancy: Horley West Ward:**
To note that the Notice of Vacancy – Horley West ward has been issued and has been published on the website.
- 19 Outside Bodies**
To receive any updates from the Town Council representatives on the following outside bodies:
i) Royal British Legion
- 20 Working Groups**
i) **Communications Working Group:** To receive an update on the recent meeting held on 6 January 2026.
ii) **Communications Working Group:** To approve a contribution of £350 through the General Power of Competence (GPC) towards the Horley Arts Festival, volunteer support and advertising in the RH6 magazine.
iii) **Review of Council Website:** To note the recommendation of the Communications Working Group on the review of the Town Council's website provision and the plans in place to upgrade the Town Council's website.
- 21 Communications Received**
- 22 Diary Dates**
- 23 Items for Future Consideration:** To note urgent business for inclusion on future agenda.
- 24 Press Release:** To agree items for inclusion.
- 25 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."
- 26 CIL SIP (2) 18: HTC Offices Expansion & Sustainability Project** **CONFIDENTIAL**
To approve the expenditure for professional and architectural support during the construction phase of the project for an amount not exceeding £35,000 plus VAT and receive an update on project progress.
- 27 SCC Your Fund Surrey – Small Community Projects Fund** **CONFIDENTIAL**
i) To consider for approval officer recommendations for contractor award **to extend the outdoor fitness equipment at Horley Recreation Ground**, in the total sum of £26,749.00 plus VAT with funding from a grant through the scheme, supported by Cllr Andy Lynch (Ref: YFSSCP2/1022), as summarised in the Committee Decision report (appended).
ii) To consider for approval officer recommendations for contractor award **to supply and install neurodiverse equipment and a playground shelter at Court Lodge Playground, Court Lodge Playing Fields**, in the total sum of £11,189.06 plus VAT with funding from a grant through the scheme, supported by Cllr Andy Lynch (Ref: YFSSCP2/1082), as summarised in the Committee Decision report (appended).
- 28 HTC Project - Innes Pavilion Roof Windows** **CONFIDENTIAL**
To consider for approval officer recommendations for contractor award **to supply and install replacement roof windows at Innes Pavilion, Court Lodge Playing Fields, Thornton Close, Horley** for a sum not exceeding £6,500 excluding VAT, as summarised in the Committee Decision report (appended).



Signed: Chief Executive Officer
22 January 2026

Date of Next Meeting – 17 March 2026



HORLEY TOWN COUNCIL

Minutes of the Ordinary Meeting of Horley Town Council held on Tuesday 9 December 2025 at 7.30pm

Present	Cllrs	Hannah Avery	Victoria Chester	Robert Marr
		Jante Baird	Lynnette Easterbrook (Chair)	Samantha Marshall
		James Baker *	Emma Fagan (Vice Chair)	Sam Mearing
		Jordan Beech	Mike George	Martin Saunders
		Michael Blacker	Jerry Hudson	Tom Turner
		Lynne Burnham	Cecilia Hughes	Steve Wotton
	* Absent			
In Attendance		J Walsh (Chief Executive Officer) (CEO)		
		S Adeniji (Assistant Chief Executive Officer and RFO)		
		J Stay (Planning and Support Officer)		

The meeting was preceded by a minute's silence in memory of NALC Chair Cllr Keith Stevens, who sadly passed away recently.

C 6230 **Apologies and Reasons for Absence**
RESOLVED: No apologies were received. Cllr Baker was absent.

C 6231 **Disclosable Pecuniary Interests and Non-Pecuniary Interests**
RBBC Councillors Avery, Chester, Hudson and Wotton declared a non-pecuniary interest in item 12iv RBBC Consultation on the Borough Council's Budget Proposals 2026/27.

RESOLVED: noted.

C 6232 **Public Forum**

Members of the Horley Bowling Club gave a presentation on the site improvement plans to request the Town Council's consent for the club to proceed with Stage 1 building works.

The club proposes to refurbish the ageing infrastructure, improve mobility access and expand the clubhouse to accommodate youth and senior teams. It intends to create a designated spectator area by moving storage units and repairing and replacing the green surrounds. It has a small financial reserve but would require external funding to complete the works. The club has applied for funding through Sport England, Surrey Mobility Fund and Your Fund Surrey. They will reapply for RBBC CIL funding. The club would like to extend its lease, which currently has 18 years remaining. The CEO has clarified that this term is sufficient to pursue the relevant grant funding opportunities. The works would take place from October 2026 and be completed by April 2027 for the start of the outdoor bowling season and would be carried out by professionals and volunteers. Cllr George recommended that the Horley Bowling Club contacts RBBC Planning Department regarding any planning application requirements.

RESOLVED: that Standing Orders be suspended to move agenda item 17 Horley Bowling Club: Stage 1 Internal Refurbishment and Accessibility Improvements to Green Surrounds, to the Public Forum part of the meeting.

RESOLVED: that the Town Council's consent for Horley Bowling Club to proceed with Stage 1 building works, as agreed with the club, be approved.

C 6233 **Minutes**

RESOLVED: that the Minutes of the Annual Council Meeting held on [28 October 2025](#), be approved.

C 6234 Full Council Updates

C 6228/6229 RBBC Ad Hoc Strategic CIL Projects – Outdoor Gym Equipment at Court Lodge and Michael Crescent Centenary Park

The CEO gave a detailed update on the project. The contractors had been notified that once the Spending Agreements had been signed and funding received from RBBC, the works may commence.

C 6152 Innes Sports Pavilion Replacement Windows and Landscaping Project

It was noted that the project had been part-completed with the windows installed and to a very good standard. The landscaping will be done early in the new year to complete the project.

RESOLVED: noted.

C 6235 Committee Reports

RESOLVED: that the unapproved minutes of the Planning and Development Committee held on [18 November 2025](#), be received.

C 6236 Council Chair's Report

The Chair's Report, which was previously circulated to the Members for information, was received.

RESOLVED: noted.

Surrey Association of Local Councils (SALC) and National Association of Local Councils (NALC)

C 6237 Cllr George gave the following updates from SALC:

- The AGM took place on 13 November 2025 and will be at the same venue for 2026, Silvermere Golf Club.
- The next board meeting will be on 11 December 2025.

Cllr George was congratulated on his new appointment as the SALC Representative at the NALC National Assembly.

RESOLVED: noted.

C 6238 Cllr George gave the following update from NALC:

- Cllr Iain Hamilton has been elected as the new Chair of NALC.
- It was recommended that all Members sign up to the NALC website as a source of information and guidance across a whole range of subjects.
- Members were encouraged to sign up for respect and civility.
- Future assembly meetings will continue to three virtual and one in person.
- LGR intercounty working is highly recommended between those who have been working with a unitary authority and those who are moving to one.
- Reference was made to the upcoming Assertion 10.
- A report was received on the feedback from a study around resilience plans and support. Whilst it was agreed that when a major event was underway and being managed by the upper tiers of LAs and the emergency services, it was felt that the value of local councils was supporting residents/business post the event. This was the experience of the member representing Cumbria who has and continues to experience many issues from flooding and storm damage.

RESOLVED: noted.

Borough, County Council and Other Updates

C 6239 SCC/RBBC/HTC Joint Council Meeting

The CEO advised that the notes from 1 December 2025 meeting had been circulated to Members, for information. The next meeting will take place on 19 January 2026 and the CEO requested items for the agenda to be sent to the office.

RESOLVED: noted.

C 6240 RBBC/HTC Liaison Meetings

The CEO advised that the notes from 20 November 2025 meeting had been circulated to Members, for information. The next meeting will take place on 5 February 2026.

RESOLVED: noted.

Internal Audit Matters

C 6241 The Assistant CEO/RFO advised that the first internal audit for 2025/26 was very positive and noted a strong commitment by HTC to financial management overall and robust governance procedures. The report noted that the Council has demonstrated that it has taken robust steps towards compliance with Assertion 10 and recommended a GDPR data audit is carried out to summarise the data points. As such, steps are being taken to carry out a data audit. The Finance Lead, Cllr Saunders thanked the officers for their work in completing the audit.

RESOLVED: noted.

C 6242 The Assistant CEO/RFO presented Councillors' Audit Certificates for July, August and September 2025 as well as the financial reports, including bank reconciliations and a summary of receipts and payments up to 30 September 2025.

RESOLVED: that the Councillors' Audit Certificates for July, August, and September 2025, be received

C 6243 **RESOLVED: that the financial reports, including bank reconciliations and a summary of receipts and payments, up to 30 September 2025, be approved.**

C 6244 **RESOLVED: that the Information Technology (IT) Policy, be approved.**

C 6245 Horley Town Council Precept for the Financial Year 2026/27

The Finance Lead Member, Cllr Saunders gave a detailed introduction to Council, advising that the budgets had been carefully scrutinised at both the Leisure Committee meeting and at the previous Council meeting held on 28 October 2025. The Finance Working Group since met to scrutinise the outcome of those meetings and to consider the Council's needs and commitments as well as planning for some future projects identified in the Town Plan.

The budgets had been prepared with the following key considerations:

- The CPI inflation rate of 3.8%;
- A beneficial rise of 0.36% in the Council Tax Base from 11286.6 to 11327.1;
- RBBC would continue to honour the previous double taxation agreement, capped at a 4% rise, giving an anticipated income of £49,615 for 26/27; and
- A predicted underspend of £60k (made from the staffing budget and bank interest). £31,300 of this amount had been used to offset the 2026/27 expenditure and the remaining £28,700 will be added to General Reserves.

The Finance Working Group has considered the following key challenges for 2026/27:

- A benchmark increase of 3.8% was applied to most costs, based on September's CPI.

C 6245)

- The Office Expansion and Sustainability project is currently nearing completion. Members recognised that, in the event of any cost overruns or unexpected contingencies, it would be prudent for the Council to earmark an additional £10,000 in its 2026/27 budget to ensure the project can be completed without disruption.
- Establishing a new Earmarked Fund to begin building financial capacity to support any new services acquired through the Community Assets Transfer scheme. A sum of £60,000 is to be earmarked in the 2026/27 budget for this earmarked reserve.
- The Parks and Playgrounds EMF is earmarked for the refurbishment of Horley Recreation Ground over three years (£20,000 per year). Some of the EMF is expected to be spent in 2025/26 to engage a Parks Consultant to evaluate the Recreation Ground and recommend improvements. To ensure sufficient funds are available, it is proposed that the sum of £10,000 be transferred into the Parks and Playgrounds EMF.
- Following the completion of the Office Expansion and Sustainability project, refurbishment will be required for areas of the Albert Rooms and Edmonds Hall not affected by the works, including repainting the hallway, repairing the fascia and purchasing new office furniture. It is therefore proposed that up to £20,000 be transferred to the Edmonds Hall Earmarked Fund. Members also noted that, given the age and condition of the building, ongoing maintenance will be essential, and a regular annual contribution should be included in future budgets to support repairs and upkeep.
- An Elections Contingency EMF of £15,000 has been included in the budget to allow for a by-election. Any unspent balance in 2026/27 would be transferred to the Elections EMF to support the May 2027 elections.
- The Project Match Funding Earmarked Fund should be increased by £10,000, bringing the total balance to £20,000. Strengthening this reserve will ensure the Council is well positioned to apply for external grants that require match funding, enabling it to take advantage of funding opportunities and deliver key community projects.

Cllr Saunders presented two possible scenarios in regard to the Annual Budget and Precept 2026/27 for Members' consideration. Scenario A with an increase of 3.8% and Scenario B with an increase of 4.6%. He recommended Scenario A with an increase of 3.8% which he considered to be a realistic scenario given the Council's needs and commitments. This would result in an annual increase in parish council tax of £2.10 per Band D household or 0.04p per week.

A recorded vote was requested by Cllr Beech. The result of the recorded vote for the Precept Scenario A was as follows:

In Favour: Cllr Avery, Cllr Baird, Cllr Beech, Cllr Blacker, Cllr Easterbrook, Cllr Fagan, Cllr George, Cllr Hudson, Cllr Hughes, Cllr Marr, Cllr Marshall, Cllr Mearing, Cllr Saunders, Cllr Turner, Cllr Wooton.

Against: 0

Abstain: Cllr Burnham, Cllr Chester

Scenario A was agreed by an overwhelming majority with 15 votes. Cllr Beech proposed and Cllr Avery seconded that the Precept be set at £649,146 (Scenario A), as the most sensible way forward, allowing the Council to invest in the future whilst maintaining prudent financial management.

RESOLVED: that a Precept of £649,146 be set for the Financial Year 2026/27, representing £57.31 per Band D household, an annual increase of £2.10 (+ 3.8% increase) and Reigate and Banstead Borough Council to be informed accordingly as the Council Tax Authority.

C 6246

Cllr Saunders recited the draft Budget Statement (copy appended) and this was agreed. He concluded his address by thanking officers for their hard work throughout the year in preparing for the draft Annual Budget and Precept setting and to the Finance Working Group for their participation.

RESOLVED: that the draft Budget Statement 2026/27 be approved and published.

C 6247 Local Government Reorganisation and Devolution

Cllr George, the Chair of the LGR and Devolution Working Group, gave an update on the meeting held on 17 November 2025. It was confirmed that RBBC and other Borough and District Councils will be shadowing the new unitary councils until the formal handover in April 2027. The Expressions of Interest have been slow in progress however this is mainly due to the financial and legal aspects. It was recommended to consider the impact on current and future staffing when taking on community assets.

RESOLVED: noted.

C 6248 The CEO gave a detailed update on the **RBBC Community Asset Transfer and Support Programme (CATSP)** on Expressions of Interest on asset transfers made by HTC, including for Yattendon Recreation Ground and Play Area, Bay Close, Riverside Garden Park and Riverside Walk. Thanks were noted to Alan Jones, Consultant, for his assistance. A separate application has been made for renovating the Innes Sports Pavilion. RBBC will advise successful organisations of the outcome of the Expressions of Interest w/c 19 January 2026 and request a Business Case for each application to be submitted by 22 February 2026. Final decisions will be made by 20 March 2026.

RESOLVED: noted.

C 6249 **RBBC Community Governance Review: Stage 2 Consultation:** The Draft Recommendations by RBBC and the Town Council's response were discussed. For the Horley Parish wards, it was proposed to increase the number of councillors from 18 to 19 and amend the wards from 5 to 7 to improve local representation. Cllr Turner was commended on his outstanding work on the Draft Ward Boundary Proposal, submitted by HTC at the first stage of the consultation.

Additionally, the Draft Recommendations proposed to expand Salfords & Sidlow PC to include South Earlswood and Whitebushes and new parishes are being considered in the north of the borough to include Banstead and surrounding villages, Redhill and Reigate.

HTC is also of the view that creating new local councils is vital to ensure that community assets and services can be secured and managed locally, particularly if the principal authorities decide to divest themselves of these responsibilities.

Cllr Avery proposed and Cllr Baird seconded that the response to the Draft Recommendations concerning the be approved.

RESOLVED: that the Town Council's response to the Community Governance Review Draft Recommendations (Stage 2) by Reigate & Banstead BC, be approved.

C 6250 **RBBC Consultation on the Borough Council's Budget Proposals 2026/27**

RESOLVED: that the Town Council's response to RBBC Consultation on the Borough Council's Budget Proposals 2026/27, be approved.

Operational Matters

C 6251 **HTC By-Election held on 5 June 2025**

RESOLVED: that the payment of £23,774.36, be ratified.

C 6252 **Gatwick Greenspace Partnership (GGP)**

RESOLVED: that the annual subscription charge to Gatwick Greenspace Partnership (GGP) for 2025/26, in the total sum of £2,420, be ratified.

C 6253 Michael Crescent Centenary Park – Air Quality Monitoring Station Lease

The CEO gave a detailed update on negotiations with RBBC Property Services for the Heads of Terms and these were agreed by the Committee. The draft Lease Agreement will be prepared by HTC's solicitor, with reasonable costs to be covered by RBBC as the Lessee.

RESOLVED: that the Heads of Terms for the Lease Agreement by HTC (Lessor) and Reigate and Banstead Borough Council (RBBC), be approved.

C 6254 CIL SIP (2) 18 - HTC Office Expansion and Sustainability Project

The Assistant CEO/RFO gave an update on the project with reference to weekly reports received with photos of the works to date. The programme of works is on target, subject to the 5-week overrun due to the planning approval issue, taking the anticipated Practical Completion date to the end of April as it currently stands. A new steel beam had to be installed in the office which was unexpected. Use of the Albert Rooms as a polling station for the May 2026 Local Elections had been withdrawn for next year due to the closeness of the anticipated project finish date. The Annual Town Public Forum in May had also been booked at Horley Baptist Church as part of the contingency plan.

RESOLVED: noted.

Outside Bodies

C 6255 Horley Community Partnership

No update was reported.

RESOLVED: noted.

C 6256 Royal British Legion

Cllr Marshall reported that minutes from the recent meeting on 25 November had been circulated. Cllr Marshall has been re-elected on the committee. The CEO recited a letter from the Horley RBL branch, thanking HTC for its help and support with the Horley Remembrance commemorative events for another year.

RESOLVED: noted.

C 6257 Environment Working Group (EWG)

Cllr Avery gave an update on the meeting held on 2 December 2025, the notes of which are to be circulated.

RESOLVED: noted.

C 6258 Communications Received

A letter of thanks has been received from Stripey Stork for the grant for £1000 towards the Santa Stork Campaign.

RESOLVED: noted.

C 6259 Diary Dates

Saturday 13 December 2025:	Christmas Fair and Councillor Hospitality
Tuesday 16 December 2025, 7.30pm:	Interim Planning Meeting
Tuesday 23 December 2025, 12.00pm:	HTC office closure until Friday 2 January 2026
Tuesday 6 January 2026, 6.30pm:	Communications Working Group (remote)
Monday 19 January 2026, 5.00pm:	SCC/RBBC/HTC Joint Council Meeting (remote)
Tuesday 20 January 2026, 7.30pm:	Leisure Meeting

RESOLVED: noted.

C 6260 Items for Future Consideration

Cllr Hughes requested that the White Ribbon Campaign, to end violence against women and girls by engaging men and boys to be part of the solution, be added to the next agenda to discuss what HTC can do to support the charity next year. The CEO added that the initiative had been previously championed by the National Association of Local Councils (NALC).

RESOLVED: noted.

C 6261 Press Release

RESOLVED: that the Town Council's approved Precept 2025/26 and Budget Statement be published on the HTC website and in the newsletter.

C 6262 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."

C 6263 Confidential Minutes

CONFIDENTIAL

RESOLVED: that the Confidential Minutes of the Council Meeting held on 28 October 2025, be approved.

Meeting closed at 9.11pm

Date of next meeting: 27 January 2026

Please Note: Until further notice, future meetings of Horley Town Council will be held at Horley Baptist Church (Ramsey Room, Ground Floor), 289 Court Lodge Road, Horley RH6 8RG until completion of the building works at the Town Council offices which are now underway. Further information is available on our [website](#).

List of Mayoral Events 4 December 2025 to 22 January 2026

Date	Event	Location
06/12/2025	Christmas Fair	National Greyhound Centre
07/12/2025	Christmas Tree Festival Carol Service	Horley Methodist Church
13/12/2025	Horley Town Councillors Christmas Hospitality	Horley Community Centre
22/12/2025	Carols on the Green	The Village Green between Landen Park and Arne Grove
21/01/2026	KSS Civic and Community Leaders Event	Redhill Aerodrome

HORLEY TOWN COUNCIL

Councillors' Audit Certificate

This is to certify that we have today conducted the necessary checks for the month(s):

October 2025

We consider that the accounts have/have not been properly maintained during the period in question.

Observations (Councillors)	Clerk/ RFO's action
Initial for receipts report did not contain correct inv. numbers but was quickly fixed	
Name: _____ Signature: _____	Signature: _____
Name: _____ Signature: _____	
Date: 20/1/2026 ^u	Date: _____

HORLEY TOWN COUNCIL

Councillors' Audit Certificate

This is to certify that we have today conducted the necessary checks for the month(s):

November 2025

We consider that the accounts have/have not been properly maintained during the period in question.

Observations (Councillors)	Clerk/ RFO's action
None	
Name: Signature: -	Signature:
Name: () Signature: ()	
Date: 20/1/2026	Date:

HORLEY TOWN COUNCIL

Councillors' Audit Certificate

This is to certify that we have today conducted the necessary checks for the month(s):

December 2025

We consider that the accounts have/have not been properly maintained during the period in question.

Observations (Councillors)	Clerk/ RFO's action
None	
Name: _____ Signature: _____	Signature: _____
Name: _____ Signature: _____	
Date: 20/1/2026	Date: _____

**Bank Reconciliation Statement as at 31/10/2025
for Cashbook 1 - HSBC Current 51219138**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current 51219138	31/10/2025		90,580.91
			<u>90,580.91</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			90,580.91
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			90,580.91
		Balance per Cash Book is :-	90,580.91
		Difference is :-	0.00

Name C E HUGHES Signed

.....Date 20-1-26

S. MARSHALL Signed

.....Date 20/1/26

Date: 25/11/2025

Horley Town Council

Page 1

Time: 11:35

**Bank Reconciliation Statement as at 31/10/2025
for Cashbook 2 - HSBC Deposit 01219154**

User: SAM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Deposit 01219154	31/10/2025		548,655.60
			<u>548,655.60</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			548,655.60
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			548,655.60
		Balance per Cash Book is :-	548,655.60
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed

...Date 20/1/26

Signatory 2:

Name C. E. HUGHES Signed

...Date 20/1/26

**Bank Reconciliation Statement as at 31/10/2025
for Cashbook 3 - HSBC Payroll 81345788**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Payroll 81345788	31/10/2025		1,430.07
			<u>1,430.07</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,430.07
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,430.07
		Balance per Cash Book is :-	1,430.07
		Difference is :-	0.00

Signatory 1:Name S. MARSHALL Signed :Date 20/1/26**Signatory 2:**Name C.E. HUGHES SignedDate 20/1/26

Bank Reconciliation Statement as at 31/10/2025
for Cashbook 5 - FairFX Bank Debit Card

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
FairFX Bank Debit Card	31/10/2025		1,539.73
			<u>1,539.73</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,539.73
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,539.73
		Balance per Cash Book is :-	1,539.73
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed

...Date 20/1/2026

Signatory 2:

Name C.E. HUGHES Signed

...Date 20/1/2026

Bank Reconciliation Statement as at 31/10/2025
for Cashbook 6 - Handelsbanken 50044859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken 50044859	31/10/2025		638,243.60
			<u>638,243.60</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			638,243.60
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			638,243.60
		Balance per Cash Book is :-	638,243.60
		Difference is :-	0.00

Signatory 1:

Name C. E. HUGHES Signed

..Date 20/1/26

Signatory 2:

Name S. MARSHALL Signed

..Date 20/1/2026

**Bank Reconciliation Statement as at 31/10/2025
for Cashbook 4 - Nationwide Intl 90036306**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Intl 90036306	31/10/2025		25,061.62
			<u>25,061.62</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			25,061.62
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			25,061.62
		Balance per Cash Book is :-	25,061.62
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed Date 20/1/2026

Signatory 2:

Name CE HUGHES Signed Date 20/1/2026

Bank Reconciliation Statement as at 31/10/2025
for Cashbook 7 - Safe (unbanked money)

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Safe (Unbanked Money)	31/10/2025		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed Date

Signatory 2:

Name Signed Date

Bank Reconciliation Statement as at 31/10/2025
for Cashbook 8 - Handelsbanken FT 3786859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken FT 3786859	31/10/2025		251,516.64
			<u>251,516.64</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			251,516.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			251,516.64
		Balance per Cash Book is :-	251,516.64
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed

.....Date 20/1/26

Signatory 2:

Name CE HURLES Signed

.....Date 20/1/26

List of Payments made between 01/10/2025 and 31/10/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2025	Surrey Pensions	BACS	3,473.14		Pension Contributions Sept
01/10/2025	L&C Installations Ltd	13498	232.80		light repairs water ingress
01/10/2025	Amazon Business	gb5	466.94		Off supplies, printer & frames
01/10/2025	Reigate & Banstead Borough Cou	00265402-7	104.00		National Non-Domestic Rates
01/10/2025	Fiona Stimpson	TRANSFER	613.84		Refund for HIB prize vouchers
01/10/2025	Expenses Refund	BACS	42.00		boxes for move refund Joan
13/10/2025	SOS Systems Limited	102714	70.23		Office Printing
13/10/2025	Corona Energy	0003166291	127.17		Office Electricity Bill
13/10/2025	Corona Energy	0003155445	1,248.02		Innes Electricity Bill
✓ 15/10/2025	Idverde Limited	10951003	6,347.70		Monthly Core Works Sep 25
15/10/2025	Corona Energy	19494314	93.18		Gas Bill Albert Rooms Sep 2025
15/10/2025	Corona Energy	19494313	69.86		Gas Bill Innes Sep 25
15/10/2025	Smartguard Security	INV-26896	438.00		innes key holding alarm respns
15/10/2025	Surrey Association of Local Co	2937	54.00		training data protec prt 3 HM
15/10/2025	HSBC UK Bank PLC	12848808	46.00		Bank charges for August 2025
16/10/2025	Sage UK	21530090	69.00		Sage Payroll
16/10/2025	Smartguard Security	INV-26939	486.11		Security Patrol and unlocks
16/10/2025	Rialtas Business Solutions Ltd	33214	324.60		Rialtas Web x3 until 31/03/26
16/10/2025	MVL Architects and Surveyors	INV01698	8,772.60		for service rendered to 300925
16/10/2025	LG Business Consultants	1000068	1,970.00		Consultancy & Project Work 07
16/10/2025	Earth Anchors Ltd	EA42149	708.00		Sentinel Bin Bolt down green
16/10/2025	Chroma Vision	802892	21,352.03		Tender Award
16/10/2025	Horley Baptist Church	251008	1,800.00		Temporary Office & Meetin hire
16/10/2025	Amazon Business	GB5232V8AB	46.25		Office supplies and equipment
16/10/2025	Deposit Return	DD	150.00		Damage deposit return #1196 EK
17/10/2025	SOS Systems Limited	102851	19.16		Office Printing
19/10/2025	HSBC	DD	0.50		Bank charges to 27/10/25
20/10/2025	HSBC Payroll 81345788	Payroll	11,000.00		Payroll
22/10/2025	Micro Maintenance Limited	106582	507.56		Monthly IT support
22/10/2025	Micro Maintenance Limited	106594	118.80		09/10 Netgear WiFi router
22/10/2025	Bennetts Builders Ltd	5125/26	2,650.51		Innes toilets cleaned
22/10/2025	Bennetts Builders Ltd	4979-06/07	2,658.24		Yearly invoice for works
22/10/2025	Fiona Stimpson	BACS	34.97		HIB awards evening refund
22/10/2025	Helen Maan	BACS	28.70		HIB flowers, office milk, choc
22/10/2025	Refund	BACS	100.00		RB Eagles FC deposit CN113
✓ 23/10/2025	HMRC	BACS	4,472.23		PAYE and NIC
27/10/2025	Everflow Water	4819334	250.28		water charges for
27/10/2025	Spitfire Networking Services L	SBS1315511	124.86		Service Charges
28/10/2025	VIRGIN MEDIA BUSINESS	001/1025	72.00		Broadband Charges
✓ 29/10/2025	Surrey Pensions	BACS	3,473.14		Pension Contributions Oct
29/10/2025	FairFX Bank Debit Card	To Equals	1,000.00		
29/10/2025	Surrey Association of Local Co	2964	480.00		Contrib to SALC for LGR Paper
29/10/2025	Reigate & Banstead Borough Cou	6505788	23,774.36		Elections Costs

25/11/2025

12:51

Horley Town Council

Sales Ledger Invoices totalling £0.00 or more
for the period 01/10/2025 to 31/10/2025

<u>Ledger</u>	<u>Month</u>	<u>Invoice Date</u>	<u>Date Due</u>	<u>Date Paid</u>	<u>Invoice Number</u>	<u>A/c Code</u>	<u>Customer Name</u>	<u>Net Value</u>	<u>Vat Amnt</u>	<u>Invoice Total</u>
1	7	01/10/2025	31/10/2025		1214	ATH001	Athletico Redhill FC	53.00	0.00	53.00
1	7	01/10/2025	01/10/2025		1215	GTW002	Gatwick Warriors Adult Team	331.00	0.00	331.00
1	7	01/10/2025	01/10/2025		1216	ELT001	El Toro	128.00	0.00	128.00
1	7	01/10/2025	31/10/2025		1217	HOR002	Horley AFC	574.00	0.00	574.00
1	7	01/10/2025	01/10/2025		1218	MON001	Monotype FC	181.00	0.00	181.00
1	7	02/10/2025	02/10/2025	07/10/2025	1219	IFI001	Ifield Sports FC	57.51	0.00	57.51
1	7	02/10/2025	02/10/2025		1220	HOR005	Horley United	38.34	0.00	38.34
1	7	02/10/2025	02/10/2025	06/10/2025	1221	GTW001	Gatwick Warriors	381.57	0.00	381.57
1	7	02/10/2025	02/10/2025	03/10/2025	1222	HOR001	Horley Society of Artists	156.00	0.00	156.00
1	7	02/10/2025	01/11/2025	06/10/2025	1223	BON001	Boni Jenkins - Yoga	99.00	0.00	99.00
1	7	02/10/2025	02/10/2025	02/10/2025	1224	CAR001	The Carlton Clinic	132.00	0.00	132.00
1	7	02/10/2025	02/10/2025	15/10/2025	1225	WWI001	Wardrobe Wizards	78.00	0.00	78.00
1	7	02/10/2025	02/10/2025	30/10/2025	1226	CAI001	Francesca Cain	66.00	0.00	66.00
1	7	02/10/2025	02/10/2025	03/10/2025	1227	JHA001	Julie Hall	93.00	0.00	93.00
1	7	08/10/2025	08/10/2025	13/10/2025	1229	HOR004	Horley Baptist Church	46.00	0.00	46.00
1	7	08/10/2025	08/10/2025	13/10/2025	1230	HOR004	Horley Baptist Church	57.50	0.00	57.50
1	7	08/10/2025	08/10/2025	10/10/2025	1231	AQ001	Aquatots	46.00	0.00	46.00
1	7	15/10/2025	15/10/2025	20/10/2025	1232	TO001	Trinity Oaks C of E Primary School	46.00	0.00	46.00
2	7	23/10/2025	23/10/2025	28/10/2025	ALT390	ALLCASJ001	Jamie Castles	103.00	0.00	103.00

List of Payments made between 01/10/2025 and 31/10/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/10/2025	Email Blaster UK	40989	15.59		2000 emails per month
03/10/2025	Amazon Business	7L90GNAEUI	60.00		Gift card Horley In Bloom Awa
05/10/2025	GiffGaff	DD	6.00		2GB Unlimited Calls & Texts 1
05/10/2025	GiffGaff	DD	6.00		2GB Unlimited Calls & Texts 2
05/10/2025	GiffGaff	DD	6.00		2GB Unlimited Calls & Texts 3
05/10/2025	GiffGaff	DD	6.00		2GB Unlimited Calls & Texts 4
07/10/2025	Microsoft Ireland Operations L	E0200XCNBX	178.00		Microsoft Office Licenses
08/10/2025	Moonpig	TRANSFER	9.48		Get Well Soon Card JS
13/10/2025	Adobe Systems Software Ireland	5015348118	60.66		Acrobat Pro x 3
21/10/2025	Sage UK HR	238749	38.64		Leave Management x 7
24/10/2025	Microsoft Ireland Operations L	G120384274	99.07		Microsoft Teams Billing
29/10/2025	GiffGaff	DD	6.00		2GB Unlimited Calls & Texts 5
Total Payments			<u>491.44</u>		

Bank Reconciliation Statement as at 30/11/2025
for Cashbook 1 - HSBC Current 51219138

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current 51219138	30/11/2025		82,560.04
			<u>82,560.04</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			82,560.04
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			82,560.04
		Balance per Cash Book is :-	82,560.04
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed

.....Date 20/1/26.....

Signatory 2:

Name CE HONES Signed

.....Date 20/1/26.....

**Bank Reconciliation Statement as at 30/11/2025
for Cashbook 2 - HSBC Deposit 01219154**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Deposit 01219154	30/11/2025		478,655.60
			<u>478,655.60</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			478,655.60
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			478,655.60
		Balance per Cash Book is :-	478,655.60
		Difference is :-	0.00

Signatory 1:Name S. MARSHALL Signed ..Date 20/1/26**Signatory 2:**Name C. HUGHES Signed ..Date 20/1/26

**Bank Reconciliation Statement as at 30/11/2025
for Cashbook 3 - HSBC Payroll 81345788**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Payroll 81345788	30/11/2025		1,059.27
			<u>1,059.27</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,059.27
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,059.27
		Balance per Cash Book is :-	1,059.27
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL

126

Date

20/1/26

**Bank Reconciliation Statement as at 30/11/2025
for Cashbook 5 - FairFX Bank Debit Card**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
FairFX Bank Debit Card	30/11/2025		1,078.99
			<u>1,078.99</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,078.99
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,078.99
		Balance per Cash Book is :-	1,078.99
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed

Date 20/1/2026

Signatory 2:

Name C. E. HUGHES Signed

Date 20/1/2026

**Bank Reconciliation Statement as at 30/11/2025
for Cashbook 7 - Safe (unbanked money)**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Safe (Unbanked Money)	30/11/2025		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Bank Reconciliation Statement as at 28/11/2025
for Cashbook 6 - Handelsbanken 50044859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken 50044859	28/11/2025		639,764.90
			<u>639,764.90</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			639,764.90
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			639,764.90
		Balance per Cash Book is :-	639,764.90
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed ..

.....Date 20/1/26

Signatory 2:

Name CE HUGHES Signed ..

.....Date 20/1/26

Bank Reconciliation Statement as at 30/11/2025
for Cashbook 8 - Handelsbanken FT 3786859

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken FT 3786859	30/11/2025		251,516.64
			<u>251,516.64</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			251,516.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			251,516.64
		Balance per Cash Book is :-	251,516.64
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALLSigned

Signatory 2:

Name CE HUGHESSigned ...

Date

**Bank Reconciliation Statement as at 30/11/2025
for Cashbook 4 - Nationwide Intl 90036306**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Intl 90036306	30/11/2025		25,061.62
			<u>25,061.62</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			25,061.62
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			25,061.62
		Balance per Cash Book is :-	25,061.62
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed Date 20/1/26

Signatory 2:

Name C. E. HUGHES Signed Date 20/1/26

List of Payments made between 01/11/2025 and 30/11/2025

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
03/11/2025	Reigate & Banstead Borough Cou	0026540-0	104.00		National Non-Domestic Rates
05/11/2025	Amazon Business	GB52AGHYAB	38.62		office supplys
05/11/2025	I Level Survey	795	800.00		Topographic survey of Offices
05/11/2025	Idverde Limited	10953800	6,347.70		November Montly Core Works
05/11/2025	L&C Installations Ltd	13515	144.00		Innes Canopy lights fix
05/11/2025	PYC Intelligent Systems	20251025	240.00		repair heating system Innes
05/11/2025	Surrey Association of Local Co	2975	114.00		SALC annual conf ticket x3
05/11/2025	Sweetpea Florist	BACS	40.00		Flowers for JS recovery
05/11/2025	GiffGaff	DD	6.00		2GB Unlimited Calls & Texts 1
12/11/2025	Active Pump Services Ltd	INV-48107	234.00		Cafe full service pump station
12/11/2025	Horley Baptist Church	251104	1,500.00		Temporary Office & Meetin hire
12/11/2025	BRITANIACREST RECYCLING	487207/08	984.00		Skip at Church Rd allotment
12/11/2025	Corona Energy	19576447	118.35		Office gas bill
12/11/2025	Corona Energy	19645529	246.46		Office gas bill
12/11/2025	Corona Energy	19576444	44.37		Innes gas bill
12/11/2025	Corona Energy	19645525	88.52		Innes gas Bill
12/11/2025	Firetronics Limited	13532/533	754.20		fire alarm decommissioning
12/11/2025	LG Business Consultants	1000069	1,916.20		Consultancy & Project Work 08
12/11/2025	Smartguard Security	INV-27034	542.19		secuity patrols
12/11/2025	Grant Donation	BACS	1,000.00		HTC Small Grant Stripey Stock
13/11/2025	HSBC UK Bank PLC	12913817	50.32		Bank charges for Sept 2025
14/11/2025	Corona Energy	0003217982	77.94		Office Electricity Bill
17/11/2025	Corona Energy	IN00032278	180.82		Innes Electricity Bill
17/11/2025	Sage UK	21679145	69.00		Sage Payroll
18/11/2025	HSBC	DD	0.50		Bank charges to Oct 25 correct
20/11/2025	Amazon Business	GB52EKWUAB	106.80		Office supplies and equipment
20/11/2025	ARAZU Construction Ltd	25-0007	49,462.88		Interim Invoice for works
20/11/2025	Haus Structures Consulting Str	INV-0475	951.90		Site visit and review of steel
20/11/2025	Kiasu Fire and Security Ltd	FS25-R1106	270.00		Office remove panic buttons
20/11/2025	Micro Maintenance Limited	106630	507.56		Monthly IT support
20/11/2025	SOS Systems Limited	104622	11.19		Office Printing
20/11/2025	Jarrett & Lam Ltd	10238	204.24		Annual invoice
20/11/2025	HSBC Payroll 81345788	To Payroll	11,000.00		Transfer to payroll
24/11/2025	Spitfire Networking Services L	SBS1324112	124.86		Service Charges
25/11/2025	Amazon Business	GB52GSDWAB	69.11		Office supplies
25/11/2025	Fire Protection Services Surre	95429	162.60		Fire extinguisher service Cafe
25/11/2025	Haus Structures Consulting Str	INV-0463	843.00		Site visit & review trial hole
25/11/2025	Hydro Cleansing Ltd	227961	748.80		installation float switch
25/11/2025	Knowles Stained Glassworks Ltd	INV-001551	6,000.00		Invoice deposit for Innes wind
25/11/2025	Everflow Water	4916672	264.74		water charges for
27/11/2025	Public Work's Loan Board	PW494635_2	9,772.46		PWLB Loan Repayment Offices
27/11/2025	HMRC	BACS	4,472.03		PAYE and NIC
28/11/2025	VIRGIN MEDIA BUSINESS	001/1125	72.00		Broadband Charges

List of Payments made between 01/11/2025 and 30/11/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/11/2025	Email Blaster UK	CC-41378	14.37		2000 emails per month + credit
05/11/2025	Sweetpea Florist	BACS	40.00		Flowers for JS recovery
05/11/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 1
05/11/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 2
05/11/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 3
05/11/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 4
07/11/2025	Microsoft Ireland Operations L	E0200XLW8P	178.00		Microsoft Office Licenses
13/11/2025	Adobe Systems Software Ireland	5017313492	60.66		Acrobat Pro x 3
19/11/2025	Sage UK HR	245178	38.64		Leave Management x 7
24/11/2025	Microsoft Ireland Operations L	G125779719	99.07		Microsoft teams billing
29/11/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 5
Total Payments			<u>460.74</u>		

20/01/2026

17:58

Horley Town Council

Sales Ledger Invoices totalling £0.00 or more for the period 01/11/2025 to 30/11/2025

<u>Ledger</u>	<u>Month</u>	<u>Invoice Date</u>	<u>Date Due</u>	<u>Date Paid</u>	<u>Invoice Number</u>	<u>A/c Code</u>	<u>Customer Name</u>	<u>Net Value</u>	<u>Vat Amnt</u>	<u>Invoice Total</u>
1	8	03/11/2025	03/11/2025		1237	GTW001	Gatwick Warriors	304.89	0.00	304.89
1	8	03/11/2025	03/11/2025	02/12/2025	1238	IFI001	Ifield Sports FC	19.17	0.00	19.17
1	8	03/11/2025	03/12/2025		1239	ATH001	Athletico Redhill FC	181.00	0.00	181.00
1	8	03/11/2025	03/11/2025		1240	GTW002	Gatwick Warriors Adult Team	53.00	0.00	53.00
1	8	03/11/2025	03/11/2025		1241	ELT001	El Toro	150.00	0.00	150.00
1	8	03/11/2025	03/12/2025		1242	HOR002	Horley AFC	278.00	0.00	278.00
1	8	03/11/2025	03/11/2025		1243	MON001	Monotype FC	75.00	0.00	75.00
✓	8	18/11/2025	18/11/2025	24/11/2025	1244	HOM	Horley Methodist Church	23.00	0.00	23.00
✓	8	21/11/2025	21/11/2025	12/12/2025	1245	WIL01	WILF'S CAFE LTD	1,500.00	0.00	1,500.00
1	8	21/11/2025	21/11/2025		1246	FUZ001	Fuzion Martial Arts - Sean Reynolds	985.27	6.89	992.16
1	8	27/11/2025	27/12/2025	20/12/2025	1247	SLI001	Slimming World	11.50	0.00	11.50

Bank Reconciliation Statement as at 31/12/2025
for Cashbook 2 - HSBC Deposit 01219154

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Deposit 01219154	31/12/2025		300,669.87
			<u>300,669.87</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			300,669.87
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			300,669.87
		Balance per Cash Book is :-	300,669.87
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed Date 20/1/26

Name CE HUGHES Signed Date 20/1/26

**Bank Reconciliation Statement as at 31/12/2025
for Cashbook 3 - HSBC Payroll 81345788**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Payroll 81345788	31/12/2025		688.27
			<u>688.27</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			688.27
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			688.27
		Balance per Cash Book is :-	688.27
		Difference is :-	0.00

Signatory 1:

Name S MARSHALL Signed Date 20/1/26

Signatory 2:

Name CE HUGHES Signed Date 20/1/26

Bank Reconciliation Statement as at 31/12/2025
for Cashbook 5 - FairFX Bank Debit Card

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
FairFX Bank Debit Card	31/12/2025		1,143.39
			<u>1,143.39</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,143.39
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,143.39
		Balance per Cash Book is :-	1,143.39
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed

Date 20/1/26

Signatory 2:

Name C. E. HUGHES Signed

Date 20/1/26

**Bank Reconciliation Statement as at 31/12/2025
for Cashbook 7 - Safe (unbanked money)**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Safe (Unbanked Money)	31/12/2025		0.00
			<u>0.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	<u>0.00</u>
			0.00
<u>Unpresented Receipts (Plus)</u>			<u>0.00</u>
		0.00	0.00
			<u>0.00</u>
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 31/12/2025
for Cashbook 6 - Handelsbanken 50044859**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken 50044859	31/12/2025		641,340.63
			<u>641,340.63</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			641,340.63
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			641,340.63
		Balance per Cash Book is :-	641,340.63
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed

W. HUGHES Signed

..... Date 20/1/26

**Bank Reconciliation Statement as at 31/12/2025
for Cashbook 8 - Handelsbanken FT 3786859**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken FT 3786859	31/12/2025		251,516.64
			<u>251,516.64</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			251,516.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			251,516.64
		Balance per Cash Book is :-	251,516.64
		Difference is :-	0.00

Signatory 1:Name S. MARSHALL SignedDate 20/1/26**Signatory 2:**Name C. F. HUGHES SignedDate 20/1/26

**Bank Reconciliation Statement as at 31/12/2025
for Cashbook 4 - Nationwide Intl 90036306**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Intl 90036306	31/12/2025		25,061.62
			<u>25,061.62</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			25,061.62
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			25,061.62
		Balance per Cash Book is :-	25,061.62
		Difference is :-	0.00

Signatory 1:

Name S. MARSHALL Signed

16

Signatory 2:

Name C E HIGGINS Signed

Date 20/1/26

**Bank Reconciliation Statement as at 31/12/2025
for Cashbook 1 - HSBC Current 51219138**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current 51219138	31/12/2025		71,146.94
			<u>71,146.94</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			71,146.94
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			71,146.94
		Balance per Cash Book is :-	71,146.94
		Difference is :-	0.00

Signatory 1:Name S. MARSHALL SDate 20/1/26**Signatory 2:**Name CEDate 20/1/26

Horley Town Council

Sales Ledger Invoices totalling £0.00 or more
for the period 01/12/2025 to 31/12/2025

<u>Ledger</u>	<u>Month</u>	<u>Invoice Date</u>	<u>Date Due</u>	<u>Date Paid</u>	<u>Invoice Number</u>	<u>A/c Code</u>	<u>Customer Name</u>	<u>Net Value</u>	<u>Vat Amnt</u>	<u>Invoice Total</u>
1	9	02/12/2025	02/12/2025		1248	GTW001	Gatwick Warriors	343.23	0.00	343.23
✓	9	02/12/2025	02/12/2025	02/12/2025	1249	IF1001	Ifield Sports FC	19.17	0.00	19.17
1	9	02/12/2025	01/01/2026		1250	ATH001	Athletico Redhill FC	75.00	0.00	75.00
1	9	02/12/2025	02/12/2025		1251	GTW002	Gatwick Warriors Adult Team	75.00	0.00	75.00
1	9	02/12/2025	02/12/2025		1252	ELT001	El Toro	75.00	0.00	75.00
1	9	02/12/2025	01/01/2026		1253	HOR002	Horley AFC	450.00	0.00	450.00
1	9	02/12/2025	02/12/2025		1254	MON001	Monotype FC	75.00	0.00	75.00
✓	9	10/12/2025	10/12/2025	10/12/2025	1255	CAT002	Caterham Pumas	115.00	0.00	115.00
✓	9	15/12/2025	15/12/2025	15/12/2025	1256	REF001	Reigate and Redhill Festival	46.00	0.00	46.00
1	9	19/12/2025	19/01/2026		1257	WIL01	WILF'S CAFE LTD	1,500.00	0.00	1,500.00
1	9	19/12/2025	19/12/2025		1258	FUZ001	Fuzion Martial Arts - Sean Reynolds	996.92	7.47	1,004.39

Cash Received between 01/12/2025 and 31/12/2025

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
24/12/2025	FSSL Client Division		Football Debt Recovery	0.24
04/12/2025	HSBC Deposit 01219154	To current	Transfer to current	20,000.00
11/12/2025	HSBC Deposit 01219154	To Current	Transfer to current acc	140,000.00
19/12/2025	HSBC Deposit 01219154	To Current	Transfer to current	20,000.00
02/12/2025	Sales Recpts Page 1185		Sales Recpts Page 1185	38.34
08/12/2025	Sales Recpts Page 1186		Sales Recpts Page 1186	508.40
08/12/2025	Sales Recpts Page 1187		Sales Recpts Page 1187	8.00
09/12/2025	Sales Recpts Page 1188		Sales Recpts Page 1188	185.40
09/12/2025	Sales Recpts Page 1189		Sales Recpts Page 1189	168.02
10/12/2025	Sales Recpts Page 1190		Sales Recpts Page 1190	115.00
12/12/2025	Sales Recpts Page 1191		Sales Recpts Page 1191	1,500.00
15/12/2025	Sales Recpts Page 1192		Sales Recpts Page 1192	150.00
15/12/2025	Sales Recpts Page 1193		Sales Recpts Page 1193	46.00
15/12/2025	Sales Recpts Page 1194		Sales Recpts Page 1194	935.01
20/12/2025	Sales Recpts Page 1195		Sales Recpts Page 1195	11.50
23/12/2025	Sales Recpts Page 1196		Sales Recpts Page 1196	46.00
03/12/2025	Thomas Turner		Xmas Cllrs Hospitality Contrib	20.00
12/12/2025	UK Power Networks		Uk Power Network Horley Rec	5.15
12/12/2025	UK Power Networks		Uk Power Network Church Rd	3.45
04/12/2025	Victoria Chester		Xmas Cllrs Hospitality Contrib	10.00
Total Receipts				183,750.51

List of Payments made between 01/12/2025 and 31/12/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2025	Reigate & Banstead Borough Cou	0265402-9	104.00		National Non-Domestic Rates
04/12/2025	Amazon Business	GB52JJYTAB	47.34		Office supplies
04/12/2025	Heatherlands Tree Care	2684/25	456.00		Tree surgery on 19/11/25
04/12/2025	PLG Signs	27751	228.00		Surrey Your fund sign x2
04/12/2025	FairFX Bank Debit Card	To Equals	1,000.00		Transfer to Equals
04/12/2025	Surrey County Council	BACS	3,473.14		Pension Contributions Nov
10/12/2025	Horley Baptist Church	251204	1,550.00		Dec rooms hire and printing
10/12/2025	Bennetts Builders Ltd	4979/8	1,329.12		Yearly invoice for works
✓ 10/12/2025	LG Business Consultants	1000070	2,470.70		Consultancy & project work 09
10/12/2025	Nviro Ltd	154592	1,227.96		Albert rooms cleaning
10/12/2025	Society of Local Council Clerk	224053/4-1	108.00		Advice for play spaces web HM
10/12/2025	Smartguard Security	INV-27150	560.89		security patrols & unlocks
12/12/2025	Corona Energy	IN00032871	196.11		Innes Electricy Bill
12/12/2025	HSBC UK Bank PLC	12987994	46.96		Bank Charges for October
15/12/2025	Corona Energy	IN00032926	215.57		Office Electricy Bill
16/12/2025	Sage UK	NV21808773	69.00		Sage Payroll
17/12/2025	Amazon Business	007F8EVBQBT	46.40		Printer toner cartridges
17/12/2025	ARAZU Construction Ltd	HTC-002	135,954.58		Interim Invoice for works
17/12/2025	Bernard Simms Associates	00069029	540.00		CDM sevicees site audit & repor
17/12/2025	Corona Energy	197112191	195.68		Innes Gas Bill
✓ 17/12/2025	Knowles Stained Glassworks Ltd	INV-001561	2,379.00		Innes window due comp 3rd Dec
17/12/2025	Mulberry & Co	INV-1778	284.76		Interim Audit for 2025-26
17/12/2025	RMT Tree Consultancy Ltd	1502	618.00		installation of no dig surface
22/12/2025	Micro Maintenance Limited	106660	507.56		Monthly IT support
22/12/2025	HSBC Payroll 81345788	To Payroll	11,000.00		To payroll account
22/12/2025	SOS Systems Limited	105978	51.03		Office Printing
23/12/2025	Amazon Business	52P35EABEY	38.94		Spare laptop chargers
23/12/2025	Bennetts Builders Ltd	4979/9	1,329.12		Yearly invoice for works
23/12/2025	Bennetts Builders Ltd	5327-30	4,673.40		October Ad Hoc Maintenance
23/12/2025	Heatherlands Tree Care	2706/25	120.00		emergyancy tree surgery
23/12/2025	Idverde Limited	10955633	6,347.70		*November* Montly Core Works
23/12/2025	Jarrett & Lam Ltd	10292	354.00		maintenance and support, domain
23/12/2025	Micro Maintenance Limited	106593	504.00		08/10 Cyber Essentials app
23/12/2025	MVL Architects and Surveyors	INV01716	8,724.00		Professional services
23/12/2025	Spitfire Networking Services L	S1329328	124.86		Service Charges
23/12/2025	Refund	TRANSFER	155.22		Refund Sam Marshall Hospitality
23/12/2025	Refund	TRANSFER	115.00		Football Refund INV 1255
✓ 23/12/2025	Surrey Pensions	BACS	3,473.14		Pension contributions for Dec
29/12/2025	VIRGIN MEDIA BUSINESS	1/001/1225	72.00		Broadband Charges
29/12/2025	HMRC	BACS	4,472.43		PAYE and NIC for Nov 2025
Total Payments			195,163.61		

List of Payments made between 01/12/2025 and 31/12/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/12/2025	Email Blaster UK	K-CC-41788	15.59		2,000 emails per month
05/12/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 1
05/12/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 2
05/12/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 3
05/12/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 4
✓ 07/12/2025	Microsoft Ireland Operations L	E0200XVS0V	178.00		Microsoft Office Licenses
09/12/2025	MedUK Group Ltd	BACS	66.00		Defib pads for IPAD SP1 & SP2
10/12/2025	Royal British Veterans Enterpr	BACS	725.00		4 Silent Soliders
10/12/2025	Waitrose	BACS	61.85		Full Council Hospitality deliv
13/12/2025	Adobe Systems Software Ireland	5019371321	60.66		Acrobat pro x3
✓ 19/12/2025	Sage UK HR	251706	38.64		Leave Management x 7
23/12/2025	Email Blaster UK	K-CC-42108	10.79		500 Extra credits
24/12/2025	Microsoft Ireland Operations L	G131274607	99.07		Microsoft teams billing
29/12/2025	GiffGaff	DD	6.00		2G Unlimited Calls & Texts 5
Total Payments			<u>1,285.60</u>		

Detailed Income & Expenditure by Budget Heading 15/01/2026

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
110 Council Income								
1076 Precept	604,096	623,148	623,148	0			100.0%	
1090 Interest	40,129	22,820	7,000	(15,820)			326.0%	
1120 CIL Income	343,239	106,866	0	(106,866)			0.0%	106,866
1130 S136 Double Taxation Income	45,482	47,799	45,482	(2,317)			105.1%	
1500 Allotment Rent Income	330	255	0	(255)			0.0%	
Council Income :- Income	1,033,276	800,888	675,630	(125,258)			118.5%	106,866
Net Income	1,033,276	800,888	675,630	(125,258)				
6001 less Transfer to EMR	343,239	106,866	0	(106,866)				
Movement to/(from) Gen Reserve	690,037	694,022	675,630	(18,392)				
120 Albert Rooms								
1210 Edmonds Hall Lettings	13,738	6,177	8,000	1,823			77.2%	
Albert Rooms :- Income	13,738	6,177	8,000	1,823			77.2%	0
4110 Compliance and Regulatory	855	0	0	0	0	0	0.0%	
4120 Window Cleaning	385	220	544	324	324	324	40.4%	
4125 IT and Support	140	0	0	0	0	0	0.0%	
4195 Rates	0	0	1,100	1,100	1,100	1,100	0.0%	
4215 Maintenance Contracts	18,914	1,963	0	(1,963)	(1,963)	(1,963)	0.0%	1,933
4230 Utilities	5,847	3,022	5,505	2,483	2,483	2,483	54.9%	
4360 Office Expansion Project	0	14,581	0	(14,581)	(14,581)	(14,581)	0.0%	14,581
Albert Rooms :- Indirect Expenditure	26,141	19,786	7,149	(12,637)	0	(12,637)	276.8%	16,514
Net Income over Expenditure	(12,403)	(13,609)	851	14,460				
6000 plus Transfer from EMR	17,365	16,514	0	(16,514)				
Movement to/(from) Gen Reserve	4,962	2,905	851	(2,054)				
130 Legal and Statutory								
4060 Audit Costs	1,680	2,100	2,248	148	148	148	93.4%	
4065 Insurance	13,705	14,950	13,781	(1,169)	(1,169)	(1,169)	108.5%	
4070 Legal Fees	2,900	0	6,000	6,000	6,000	6,000	0.0%	
Legal and Statutory :- Indirect Expenditure	18,285	17,050	22,029	4,979	0	4,979	77.4%	0
Net Expenditure	(18,285)	(17,050)	(22,029)	(4,979)				
140 Salaries								
4000 Salaries	177,483	133,970	210,000	76,030	76,030	76,030	63.8%	
4010 NIC Employer	14,694	16,161	18,214	2,053	2,053	2,053	88.7%	

Detailed Income & Expenditure by Budget Heading 15/01/2026

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4020 Superannuation Employer	30,344	22,833	42,184	19,351		19,351	54.1%	
Salaries :- Indirect Expenditure	222,521	172,963	270,398	97,435	0	97,435	64.0%	0
Net Expenditure	(222,521)	(172,963)	(270,398)	(97,435)				
150 Office Expenditure								
1110 Photocopying Income	31	40	15	(25)			266.7%	
1610 Events Income	100	0	0	0			0.0%	
Office Expenditure :- Income	131	40	15	(25)			266.7%	0
4080 Stationery	169	0	840	840		840	0.0%	
4085 Postage and Couriers	128	8	102	94		94	8.0%	
4090 Office Supplies and Equipment	4,071	2,446	3,597	1,151		1,151	68.0%	
4095 Website	4,054	465	3,500	3,035		3,035	13.3%	
4100 Communication	1,890	206	3,560	3,354		3,354	5.8%	
4105 Photocopier Expenditure	1,357	1,010	2,034	1,024		1,024	49.7%	
4110 Compliance and Regulatory	705	0	0	0		0	0.0%	
4125 IT and Support	8,861	6,635	10,170	3,535		3,535	65.2%	
Office Expenditure :- Indirect Expenditure	21,233	10,770	23,803	13,033	0	13,033	45.2%	0
Net Income over Expenditure	(21,102)	(10,730)	(23,788)	(13,058)				
160 Administration								
1150 SCC Your Councillor Community	8,543	2,380	0	(2,380)			0.0%	2,380
1160 YFS Small Community Projects	93,264	0	0	0			0.0%	
Administration :- Income	101,807	2,380	0	(2,380)				2,380
4140 Bank Charges	1,019	562	1,199	637		637	46.9%	
4145 Professional Fees	25,565	19,732	30,510	10,778		10,778	64.7%	
4150 Election	0	23,774	10,000	(13,774)		(13,774)	237.7%	2,500
4155 Cllrs' Training and Expenses	15	968	2,000	1,032		1,032	48.4%	
4160 Staff Training and Expenses	2,144	443	2,034	1,591		1,591	21.8%	
4165 Chairman's Allowance	400	0	434	434		434	0.0%	
4170 Members' Allowance	0	0	1,800	1,800		1,800	0.0%	
4175 Subscriptions and Licences	9,784	9,861	11,187	1,326		1,326	88.1%	
4360 Office Expansion Project	0	3,300	0	(3,300)		(3,300)	0.0%	3,300
Administration :- Indirect Expenditure	38,927	58,641	59,164	523	0	523	99.1%	5,800
Net Income over Expenditure	62,880	(56,261)	(59,164)	(2,903)				
6000 plus Transfer from EMR	7,238	5,800	0	(5,800)				
6001 less Transfer to EMR	101,807	2,380	0	(2,380)				
Movement to/(from) Gen Reserve	(31,689)	(52,841)	(59,164)	(6,323)				

Detailed Income & Expenditure by Budget Heading 15/01/2026

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
170 Compliance & Regulatory								
4110 Compliance and Regulatory	7,878	4,080	5,995	1,915		1,915	68.1%	
4135 Fire System Maintenance	671	136	0	(136)		(136)	0.0%	
4310 Repairs	379	0	0	0		0	0.0%	
Compliance & Regulatory :- Indirect Expenditure	8,928	4,216	5,995	1,779	0	1,779	70.3%	0
Net Expenditure	(8,928)	(4,216)	(5,995)	(1,779)				
6000 plus Transfer from EMR	687	0	0	0				
Movement to/(from) Gen Reserve	(8,241)	(4,216)	(5,995)	(1,779)				
180 Maintenance and Repair								
4210 Cleaning	23,018	12,408	22,932	10,524		10,524	54.1%	
4310 Repairs	1,528	4,207	5,000	793		793	84.1%	
Maintenance and Repair :- Indirect Expenditure	24,546	16,615	27,932	11,317	0	11,317	59.5%	0
Net Expenditure	(24,546)	(16,615)	(27,932)	(11,317)				
210 Court Lodge & Innes Pavilion								
1310 Football Pitches Income	7,874	6,701	6,407	(294)			104.6%	
1320 Innes Pavilion Rent Income	9,223	8,475	10,220	1,745			82.9%	
1340 Utilites income	955	1,904	0	(1,904)			0.0%	
1610 Events Income	0	1,800	0	(1,800)			0.0%	
Court Lodge & Innes Pavilion :- Income	18,053	18,879	16,627	(2,252)			113.5%	0
4110 Compliance and Regulatory	(131)	0	0	0		0	0.0%	
4125 IT and Support	465	0	0	0		0	0.0%	
4210 Cleaning	3,165	3,388	3,609	221		221	93.9%	
4215 Maintenance Contracts	1,645	937	1,199	262		262	78.1%	
4230 Utilities	4,901	3,784	4,577	793		793	82.7%	
4300 Rent to RBBC Expenditure	1	0	1	1		1	0.0%	
4305 Refurbishment	40,583	46,264	6,176	(40,088)		(40,088)	749.1%	41,264
4310 Repairs	9,506	957	1,235	278		278	77.5%	
4330 Security	(80)	0	0	0		0	0.0%	
4405 Playground Repairs	(16,028)	0	0	0		0	0.0%	
Court Lodge & Innes Pavilion :- Indirect Expenditure	44,026	55,330	16,797	(38,533)	0	(38,533)	329.4%	41,264
Net Income over Expenditure	(25,973)	(36,451)	(170)	36,281				
6000 plus Transfer from EMR	49,246	41,264	0	(41,264)				
Movement to/(from) Gen Reserve	23,273	4,814	(170)	(4,984)				

Detailed Income & Expenditure by Budget Heading 15/01/2026

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
220 Horley Recreation Ground								
1340 Utilites income	959	(352)	0	352			0.0%	
1400 Café in the Park Rent Income	(767)	15,000	18,000	3,000			83.3%	
1600 Bowling Club Lease	602	301	301	0			100.0%	
1610 Events Income	4,400	1,200	5,000	3,800			24.0%	
1620 Banners	1,086	1,377	1,000	(377)			137.7%	
1630 Cafe Contents Sold (In Trust)	10,000	0	0	0			0.0%	
Horley Recreation Ground :- Income	16,280	17,526	24,301	6,775			72.1%	0
4110 Compliance and Regulatory	920	0	0	0	0	0	0.0%	
4125 IT and Support	163	0	0	0	0	0	0.0%	
4215 Maintenance Contracts	5,921	1,854	5,000	3,147	3,147	3,147	37.1%	168
4230 Utilities	3,244	184	1,500	1,317	1,317	1,317	12.2%	
4310 Repairs	4,146	18,286	0	(18,286)	(18,286)	(18,286)	0.0%	18,151
4340 Signage	955	499	5,000	4,501	4,501	4,501	10.0%	
4345 Pest control	0	3,300	650	(2,650)	(2,650)	(2,650)	507.7%	
4350 Tree Surgery	260	0	0	0	0	0	0.0%	
4400 Playground Inspections	11,851	9,745	10,558	813	813	813	92.3%	
4405 Playground Repairs	4,416	108	8,905	8,797	8,797	8,797	1.2%	
4410 Parks Furniture	2,661	20,955	6,361	(14,594)	(14,594)	(14,594)	329.4%	19,295
4415 Café in the Park Expenditure	6,262	5,351	2,398	(2,953)	(2,953)	(2,953)	223.1%	
4420 Memorial & Ornamental Gdns	2,078	1,454	6,176	4,722	4,722	4,722	23.5%	
4425 Events expense	0	62	0	(62)	(62)	(62)	0.0%	
Horley Recreation Ground :- Indirect Expenditure	42,877	61,797	46,548	(15,249)	0	(15,249)	132.8%	37,614
Net Income over Expenditure	(26,597)	(44,271)	(22,247)	22,024				
6000 plus Transfer from EMR	25,312	37,614	0	(37,614)				
Movement to/(from) Gen Reserve	(1,285)	(6,657)	(22,247)	(15,590)				
230 Church Road Allotments								
1500 Allotment Rent Income	3,327	434	3,524	3,090			12.3%	
Church Road Allotments :- Income	3,327	434	3,524	3,090			12.3%	0
4230 Utilities	850	1,075	1,500	425	425	425	71.6%	
4310 Repairs	1,267	1,012	2,218	1,206	1,206	1,206	45.6%	
4340 Signage	126	0	0	0	0	0	0.0%	
Church Road Allotments :- Indirect Expenditure	2,243	2,086	3,718	1,632	0	1,632	56.1%	0
Net Income over Expenditure	1,084	(1,652)	(194)	1,458				

Detailed Income & Expenditure by Budget Heading 15/01/2026

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Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
240 Langshott Allotments								
1500 Allotment Rent Income	297	4,171	4,058	(113)			102.8%	
Langshott Allotments :- Income	297	4,171	4,058	(113)			102.8%	0
4210 Cleaning	1,106	1,128	1,500	372		372	75.2%	
4230 Utilities	414	973	2,998	2,025		2,025	32.4%	
4310 Repairs	1,238	1,561	2,060	499		499	75.8%	
4340 Signage	114	0	0	0		0	0.0%	
Langshott Allotments :- Indirect Expenditure	2,872	3,662	6,558	2,896	0	2,896	55.8%	0
Net Income over Expenditure	(2,575)	509	(2,500)	(3,009)				
260 Michael Crescent								
4215 Maintenance Contracts	105	0	0	0		0	0.0%	
4405 Playground Repairs	70,000	0	0	0		0	0.0%	
4550 Buildings & Grounds	0	297	1,017	720		720	29.2%	
Michael Crescent :- Indirect Expenditure	70,105	297	1,017	720	0	720	29.2%	0
Net Expenditure	(70,105)	(297)	(1,017)	(720)				
6000 plus Transfer from EMR	70,000	0	0	0				
Movement to/(from) Gen Reserve	(105)	(297)	(1,017)	(720)				
270 Emlyn Meadows								
4215 Maintenance Contracts	300	380	507	127		127	75.0%	
4340 Signage	890	0	0	0		0	0.0%	
Emlyn Meadows :- Indirect Expenditure	1,190	380	507	127	0	127	75.0%	0
Net Expenditure	(1,190)	(380)	(507)	(127)				
280 Town Centre								
1240 Sponsorship Income	500	0	0	0			0.0%	
1250 Councillors Hospitality Income	147	140	0	(140)			0.0%	
1300 Devolved Powers RBBC Income	0	3,400	1,700	(1,700)			200.0%	
Town Centre :- Income	647	3,540	1,700	(1,840)			208.2%	0
4110 Compliance and Regulatory	(800)	0	0	0		0	0.0%	
4340 Signage	(48)	0	0	0		0	0.0%	
4410 Parks Furniture	(40)	0	0	0		0	0.0%	
4600 Flower Baskets, Beds, Planters	10,725	10,805	9,929	(876)		(876)	108.8%	2,368
4620 HTC Events	2,474	1,473	4,068	2,595		2,595	36.2%	
4630 Christmas Tree	1,163	0	1,500	1,500		1,500	0.0%	
Town Centre :- Indirect Expenditure	13,474	12,278	15,497	3,219	0	3,219	79.2%	2,368
Net Income over Expenditure	(12,827)	(8,738)	(13,797)	(5,059)				
6000 plus Transfer from EMR	2,378	2,368	0	(2,368)				

Detailed Income & Expenditure by Budget Heading 15/01/2026

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(10,449)	(6,371)	(13,797)	(7,426)				
<u>290 Security</u>								
4330 Security	8,220	3,723	10,170	6,447		6,447	36.6%	
4650 CCTV Installation	0	17,793	7,500	(10,293)		(10,293)	237.2%	10,293
4655 CCTV Maintenance	0	0	3,798	3,798		3,798	0.0%	
4660 CCTV Broadband Connection	1,139	1,464	2,384	920		920	61.4%	
Security :- Indirect Expenditure	9,359	22,980	23,852	872	0	872	96.3%	10,293
Net Expenditure	(9,359)	(22,980)	(23,852)	(872)				
6000 plus Transfer from EMR	0	10,293	0	(10,293)				
Movement to/(from) Gen Reserve	(9,359)	(12,687)	(23,852)	(11,165)				
<u>310 Full Council</u>								
4110 Compliance and Regulatory	200	0	0	0		0	0.0%	
4350 Tree Surgery	470	1,130	9,000	7,870		7,870	12.6%	
4500 GM Contracts	63,477	43,376	65,000	21,624		21,624	66.7%	
4710 Churchyards Grant	6,750	6,750	6,750	0		0	100.0%	
4720 HTC Grants Scheme	3,399	1,800	5,000	3,200		3,200	36.0%	
Full Council :- Indirect Expenditure	74,296	53,056	85,750	32,694	0	32,694	61.9%	0
Net Expenditure	(74,296)	(53,056)	(85,750)	(32,694)				
<u>320 Loans</u>								
4700 Café in the Park - PWLB	27,596	13,798	27,596	13,798		13,798	50.0%	
4730 Council office - PWLB	19,545	19,545	19,545	0		0	100.0%	
Loans :- Indirect Expenditure	47,141	33,343	47,141	13,798	0	13,798	70.7%	0
Net Expenditure	(47,141)	(33,343)	(47,141)	(13,798)				
<u>330 Discretionary Expenditure GPC</u>								
4740 Discretionary Expenditure GPC	0	500	0	(500)		(500)	0.0%	
Discretionary Expenditure GPC :- Indirect Expenditure	0	500	0	(500)	0	(500)		0
Net Expenditure	0	(500)	0	500				
<u>410 New Projects</u>								
4360 Office Expansion Project	0	194,621	0	(194,621)		(194,621)	0.0%	193,121
4430 Outdoor Play Gym	0	562	0	(562)		(562)	0.0%	562
New Projects :- Indirect Expenditure	0	195,183	0	(195,183)	0	(195,183)		193,683
Net Expenditure	0	(195,183)	0	195,183				
6000 plus Transfer from EMR	0	193,683	0	(193,683)				

Detailed Income & Expenditure by Budget Heading 15/01/2026

Month No: 9

Cost Centre Report


	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	0	(1,500)	0	1,500				
Grand Totals:- Income	1,187,555	854,035	733,855	(120,180)			116.4%	
Expenditure	668,164	740,933	663,855	(77,078)	0	(77,078)	111.6%	
Net Income over Expenditure	519,391	113,102	70,000	(43,102)				
plus Transfer from EMR	172,226	307,536	0	(307,536)				
less Transfer to EMR	445,046	109,246	0	(109,246)				
Movement to/(from) Gen Reserve	246,571	311,393	70,000	(241,393)				



Together we can

2024 Area Fund Grant Application Form For applications up to £2,500

Before applying, please read the eligibility guidance <https://www.cfsurrey.org.uk/guidance/>

Name of organisation:	HORLEY LIONS CLUB
Account Payee:	HORLEY LIONS CLUB CIO
Contact name:	
Contact phone number(s):	
Contact e-mail:	
Contact address:	
Short summary of the main activities carried out by your organisation: <i>(Where and when do you meet, how many people attend, and what you do?)</i>	THE CLUB MEMBERS OF WHICH THERE ARE 34 VOLUNTEERS ALL MEET ONCE A MONTH TO DISCUSS COMMUNITY EVENTS FOR FUNDRAISING & HOW THOSE FUNDS WILL BE DISTRIBUTED. ALL ACTIVITIES ARE AIMED AT SUPPORTING OUR LOCAL COMMUNITY.
Amount applied for:	How many people will benefit from this grant? OVER 200.
What the money is to be used for:	IT WILL BE USED TO SUPPORT MANY HOUSEHOLDS & INDIVIDUALS WHO ARE STRUGGLING TO KEEP WARM. THE MONEY GOES DIRECTLY ONTO THEIR GAS & ELECTRIC CARDS & FOBS.
Please explain how you know that people in your	 MEMBER <small>QUALITY ACCREDITED BY THE COMMUNITY FOUNDATIONS</small>



Together we can

community want/need this project/activity?

All Households ARE REFERRED THROUGH THE FOOD BANK & FOOD CLUBS OF HORLEY AS WELL AS THE LOCAL SCHOOL LIASON OFFICERS, CARBS & DOMESTIC ABUSE CENTRES.

Has the organisation received a grant from the Community Foundation for Surrey prior to this application? Yes No

Please tick to confirm that your organisation has the following in place:

- A Management Committee of at least 3 unrelated members which operates in line with your Constitution;
- A bank account in the name of the organisation on which at least two signatories are required to authorise transactions.

Conditions and Declaration of Grant Award

- Any and all monies awarded must be used for exclusively charitable purposes.
- The award is intended to fund the items specified in your request.
- The grant should be recorded as Restricted Income in your accounts.
- If the project/activity changes in any way from the original application, the Community Foundation for Surrey must be notified immediately.
- If you have been unable to start using the grant within three months of receipt, or it cannot be used for the purpose for which it was awarded you must contact the Foundation as soon as possible.
- Public information about any grant awarded may be shared in open datasets. No personally identifying information will be published.
- As part of the conditions of the grant, you agreed to complete a short end of grant report.
- I am authorised to make the application on behalf of the above organisation and certify that the information above is correct.
- If this information changes in any way, I will inform the Community Foundation for Surrey (CFS).
- I give permission for the CFS to record the details of my organisation electronically.

Signed:

Date: 21/11/25

Once you have completed this form, please send to grants@cfsurrey.org.uk

Please also provide a recent bank statement in the name of your organisation showing name account and sort number. Transactions should be redacted for privacy.

For Horley Edmonds Fund / Community Foundation for Surrey use only;

MEMBER

Funding for an organisation working with children in East Surrey during the transition from primary to secondary school

Funding applied for:	£7,000	Primary beneficiaries:	Children and young people
Amount recommended:	£7,000	Number of beneficiaries:	100
		Geography:	Reigate, Redhill, Merstham and Horley

Reviewer's comments

Sparkfish work hard to support young people experiencing challenges. Although this is a new project for the group, Sparkfish are well-connected and well-placed to run this project to support young people going through the transition from primary to secondary school. This is a tough time for young people and with lots of support services being cut and mental health challenges for young people on the rise. The reviewer highly recommends this application for funding.

Income in last FY: £129,861

Financial position: According to the most recent filed accounts dated 31st December 2024, Sparkfish had net free reserves of £31,724 equating to just over 3 months running costs. Recent updates indicate that there is likely to be a shortfall in 2026 of approximately £20,000, with reserves being depleted and putting the organisation at risk of breaching its reserves policy and preventing trustees from setting a budget for the next financial year beginning in January 2026. The reviewer is content that the organisation will remain a going concern but does have reservations around this project's future. But believe the grant will be returned if it doesn't go ahead.

Previous grant awards: Sparkfish has had 11 grants from CFS since 2013 totalling £75,500. The most recent grant of £7,000 was awarded toward youth work in Oakwood School Horley offering one-to-one mentoring with a professional youth worker, small group delivery on topics such as self-esteem, friendships, healthy relationships, emotional wellbeing and bereavement. Previous reporting has been to a good standard.

The application – in the words of the applicant

About the organisation

SparkFish is a charity established in 2010 that exists to inspire young people in faith, hope and love. The organisation is local to Reigate, Redhill, Merstham and Horley, Surrey. SparkFish operates collaboratively, particularly by uniting the efforts of local churches to support local schools. SparkFish is active in supporting 35 Primary and Secondary Schools in a variety of ways, according to the needs and requests of the schools. Annually we support over 7500 students and our work is greatly appreciated.

SparkFish have three complementary strands to our work, which are linked by our practical concern for the mental, emotional and spiritual wellbeing of children and young people. In two strands of our work we make 'universal' provision for all students in a school or year group, adding value to the curriculum in Citizenship and Religious Education and Spiritual, Moral, Social and Cultural development. These strands have always been funded through donations from churches and their members, which have generally held up through and beyond the pandemic.

In the third strand, 'Hope', we work with children and young people, often from deprived and vulnerable backgrounds, who are particularly struggling with self-esteem and relationships, and who are at risk of educational disengagement and social disaffection. In this 'Hope' strand, our unique contributions are (a) cross-phase working in primary and secondary settings (including on issues with transition): and (b) early intervention to offer personal mentoring and small group therapy to students who do not qualify for support from statutory funding streams.

The Hope strand is valued, needed and requested by all the mainstream secondary schools in Redhill, Merstham, Horley and Reigate, and it is this strand which we are struggling to sustain. Its loss would have a major impact on vulnerable young people, their schools and their wider communities. In particular our mentoring programme is incredibly popular with local secondary schools, and we now offer mentoring to all five of the state funded secondary schools in our local area as well as two primary schools. We offer one-to-one mentoring with students who are struggling with a variety of different concerns. Young people come out of lesson to meet with a trained youth worker each week to talk about their worries, develop their aspirations and build their self-confidence.

Where other local organisations are time bound to six-week interventions or stretched across the whole of Surrey, SparkFish have committed to remain local so that we can be embedded in our local schools. Due to our flexible, bespoke approach to each school we can truly meet the needs of the young people we serve.

3 full time staff, 3 part time staff, 50 volunteers, 7 Trustees

What problems do the people you work with face?

One of the problems young people face when they move to their new school is a loss of familiar environment. Primary Schools are often much smaller, intimate and nurturing. Young people tend to know their classmates well, as they have often been with them since reception and sometimes even preschool. Moving into a larger secondary school can bring with it a lot of upheaval for a young person - new peers, multiple classrooms and an abundance of new teachers. Young people can also struggle with friendship issues and identity anxiety. Young people from poorer backgrounds, or whose first language is not English, or those with emotional and behavioural difficulties tend to find the transition to Secondary School much harder.

In Surrey, many schools are at or near capacity, especially in areas of housing growth such as Merstham, Redhill and Horley. This puts pressure on school resources, class sizes and gives teachers less opportunity to tailor support for individuals. In Primary Schools young people have often experienced the support of a home school link worker, ELSA and a more nurturing environment with tailored one-to-one support, which is not as available in bigger Secondary Schools.

Young people with EHCP's and Special Educational Needs and Disabilities can struggle more during this transition period. The move exposes them to new sensory environments, more social interactions, more changes in routine and higher expectations, which can cause huge amounts of pressure.

Project and activity details

We are looking for funding to support the work we are doing around transitions between Primary and Secondary Schools in Reigate, Redhill, Merstham and Horley, specifically to fund a part-time youth worker to develop transition projects and support our current staff in the transition workshops offered to Primary Schools in summer 2026.

SparkFish works in the majority of Primary Schools in our local area, supporting young people pastorally and we run highly popular transitions workshops in the Summer term in most of these schools. We are looking for funding to offer follow up one-to-one mentoring and peer group support (including lunchtime clubs specifically for new year 7's) in each of the 5 Secondary Schools that we support - including Oakwood School Horley, Reigate School, Carrington School and St Bede's School in Redhill and Merstham Park.

We are best placed to offer this support as we are already well established in these schools and can be up and running as soon as we receive the funding. Furthermore, we already offer lunch clubs at Reigate School and Merstham Park, but this funding would enable us to offer specific year 7 lunch clubs at Carrington School and Oakwood School - these would provide safe spaces for new year 7's to come and chat to a youth worker or make new friends. We have successfully offered transition workshops focusing on friendship and social interactions at Carrington School for the past two years, but this funding would enable us to roll this out to our other Secondary Schools.

What difference will your project make and how will this be measured?

The social isolation and mental health of young people is a major national concern, accentuated by the Covid pandemic. Irregular attendance and school refusal have increased significantly since the pandemic's enforced break in schooling, as have challenges to behaviour and socialisation in school. Our intervention strategies focus on friendship and socialisation, self-esteem and the management of anxiety and low mood, improving wellbeing.

Young people who struggle to engage with learning or friendship at school often become disaffected, with challenges to parental authority at home, and a risk of anti-social behaviour spilling out into the community in their teenage years and beyond. Early intervention to address issues can offset and avoid these outcomes, making the community safer and more cohesive. Early intervention to promote engagement with learning can make a crucial contribution to educational engagement and achievement, which are the basis of employability after schooling.

Regular evaluation and reporting is built into our work. We collect data about participation numbers, liaise with school staff about the impact and benefits of our work, and consult directly with students about their needs and experience. At secondary level, we complete a SDQ Core 10 strengths and difficulties questionnaire or a My Star assessment when we first meet a young person. We then measure this at the end to evaluate progress. We ask each student to complete an anonymous mentoring feedback form at the end of their sessions/workshops. Records and outcomes are shared with school staff and used by our school workers to evaluate effectiveness, refine practice and identify training needs.

Case study

One student struggled with confidence and communication, and he was worried that this might affect his chances of getting a good job in IT in the future. During our one-to-one sessions, he mentioned that he had a speech coming up for a group project in English. We talked about ways he could prepare—seeking help from those good at public speaking, watching examples, practicing with friends and family, and using breathing exercises if he felt nervous. A few weeks later, I was able to ask him how it went, and he told me it went well. He felt calm, and he said the practice and our sessions had helped him feel more prepared. It was great to see his confidence grow through that experience.

Funding toward youth clubs and youth work in Surrey.

Funding applied for:	£10,000.00	Primary beneficiaries:	Children and Young People
Amount recommended:	£10,000.00	Number of beneficiaries:	700
		Geography:	East Surrey

Reviewer's comments

Funding is requested toward the YMCA Surrey's youth clubs and youth outreach work. Youth Connect is currently and primarily funded by the National Lottery Community Fund, the applicant needs to raise £30,000 toward this work each year and this funding is 10% toward the match funding.

The applicant demonstrates good partnerships with organisations and the police, and feedback from young people have helped to develop this programme. As such, activities are assessed as an appropriate and much needed response, the applicant has given thought as to how best to undertake outreach to engage young people from low-income households, and how to create a safe and nurturing environment for all participants. Activities will undoubtedly promote good wellbeing and help young people to stay safe. A robust model of delivery, and budget is provided and the application is recommended for funding.

Income in last FY: £6,702,144.00

Financial position: According to the Annual Accounts YE March 24 YMCA East Surrey had £2,258,084 in unrestricted funds, equating to 4.3 months operating costs. Reserves policy aims to retain 3 months operating costs.

Previous grant awards: YMCA East Surrey has had 40 grants from CFSurrey since 2008 totalling £264,045. The most recent grant of £18,725 was received in August 25 for a care leavers project. Previous monitoring has been on time and to a good standard.

The application – in the words of the applicant

About the organisation

YMCA East Surrey is a local charity that has been responding to the needs of individuals and communities for over 150 years. Our mission is to provide opportunities for people to develop to their full potential with a focus on the vulnerable and disadvantaged.

Our charitable objectives are to provide recreational facilities and leisure activities, education, relief from hardship and residential accommodation for those in need. As a result, we offer a wide range of services comprising youth and family work, emotional wellbeing and mental health counselling for young people, children's playschemes, including schemes for children with disabilities, supported housing for young homeless people, health and wellbeing for all ages and abilities, and volunteering. In 2024/25 we helped 18,140 people, including 492 young people through YMCA East Surrey youth clubs and detached youth work.

We also help this age group through our Emotional Wellbeing and Mental Health Work for Young People including through counselling, therapy, support for families and specific youth groups for young people experiencing wellbeing and mental health difficulties.

77 full time staff, 157 part time staff, 100 volunteers, 12 Trustees/Management Committee

What problems do the people you work with face?

Despite being seen as an affluent county Surrey has many areas of deprivation. We specifically target these areas in our Youth Work, for example Merstham which is the most deprived area in the county. Living in areas of deprivation leads to many inequalities including increased risk of or involvement in youth violence, child sexual and criminal exploitation and anti-social behaviour, as well as being vulnerable to poverty, mental health issues, family breakdown, domestic violence, housing need or becoming NEET (not in education, employment or training). As one of the few organisations offering youth clubs and the only organisation offering detached youth work in Surrey we interact with these hard-to-reach young people including those who have been excluded from school, are vulnerable to exploitation and those at risk of offending.

According to analysis of data from the Covid Social Mobility and Opportunities 2023 study, young people from disadvantaged backgrounds are less likely than those from higher socio-economic backgrounds to feel in control of their futures and feel that they don't have as much of a chance in life. Polling in 2023 from the Centre for Social Justice found that 25% of teachers in schools in England with the most deprived student body had encountered suspected criminal

exploitation compared with 12% of teachers at the most affluent schools. Many children who are being exploited or groomed fall through the cracks of statutory support especially when excluded from school, we offer another way to reach young people who may not be attending school or who do not trust other adults they come into contact with.

Over the last decade local authority budgets for youth services have been significantly depleted, Surrey has suffered 49% cuts in real terms spending on youth services between 2010/11 and 2023/24. Open Access youth services transform lives, unlock potential and create brighter futures, without access to these clubs many young people are left with little to do and nowhere to go. With structured activities and support and advice from trusted and trained adults we can offer these young people life skills, advice and sign post them to services to help with the difficult transition into adulthood.

Project and activity details

Youth Connect offers a mix of open access youth clubs and detached youth work in the most deprived areas of East Surrey. The project is youth led to co-produce activities and sessions that will help young people to develop life skills to support their transition to adulthood.

Open Access Youth Clubs - YMCA runs sessions in targeted, more deprived locations across Horley, Merstham, Redhill, Woodhatch and Tadworth, and we work with grassroot partners who also run sessions in Ashstead, Lingfield, Oxted and Tadworth. Including the partner sessions the scheme runs up to 12 sessions a week catering to those aged 10-16 (school years 6-11). The clubs offer somewhere to meet friends and socialise after school, with some sessions in school holidays. The young people are highly involved in choosing and developing the programme. The clubs are a safe space to discuss issues with peers and youth workers.

Detached Youth Work - Street Talk, our detached Youth Work, engages with young people congregating on the streets in areas identified by the police as anti-social behaviour 'hot spots'. Using Y Bus, our mobile "youth club on wheels" (complete with a seating area, games console, tablet, TV, free Wi-Fi and kitchen facilities), our qualified Youth Workers can offer information, advice and guidance on issues such as staying safe, peer pressure and mental wellbeing. Being mobile means we can be more responsive to anti-social behaviour, changing location more frequently in response to highlighted need. The bus operates on 4 evenings a week, currently mostly in Redhill but looking to expand in Merstham and offer sessions in Horley due to current reported problems in those areas. It offers 10-18 year olds a safe space to relax and hang out with friends.

Our sessions are well attended. The project helps engage young people from the most deprived areas into positive activities that support their personal development and help build their social networks, while offering them access to trusted adults to discuss their worries and concerns and who can signpost them to other services where needed.

In 2024 we received five years of funding from the National Lottery Community Fund to run Youth Connect, this funding requires £30,000 each year in match funding to cover staffing, activities, trips, overheads and support to partner clubs.

What difference will your project make and how will this be measured?

The overall aim is to help young people reach their full potential and to contribute positively to society. The young people will be better informed to make good life choices, have increased life skills, such as communication, teamwork and leadership, and be more confident. This will not only help young people to succeed and reach their potential, but will help to strengthen families, support schools and tackle issues such as crime and anti-social behaviour, helping to keep communities happy and safe.

Outputs

- 450 young people (YP) aged 10-16 making 5,250 visits per year to 9 youth club sessions per week. They will mostly be from the most deprived areas of Reigate and Banstead, and from underserved rural areas in Mole Valley and Tandridge.
- 250 YP making 800 engagements per year at 4 detached youth sessions per week on the streets in identified hot spot areas of Reigate and Banstead, Mole Valley and Tandridge.

Outcomes

- YP from the most deprived and underserved areas in East Surrey are engaged in positive activities that support their personal development and help build their social networks.
- YP are signposted to specialist services where appropriate, eg to our WAVES groups for young people with mental health issues, or to external services such as for substance misuse and domestic abuse.
- At least 3 community organisations have the training and experience to deliver youth clubs on their own, including finding funding.

Monitoring and Evaluation

- All sessions are closely monitored with data recorded at each session, including number attending and new attendees (Street Talk data may be less detailed, as with detached youth work a relationship of trust needs to develop before it is possible to take down personal details.)
- All interactions with YP are treated by Youth Workers as opportunities to record observations and gain feedback, which is then used to shape the service. We also record feedback through surveys with parents/carers and case studies.

We constantly work with the YP and stakeholders to develop the offering. Recent requests have led to sessions/information on topics including money, gender, sexuality, and mental health and our youth rep group, has become an integral part of our planning and delivery. Their feedback is invaluable to us in co-producing sessions.

Following an evaluation of our service in 2023 we started a project with George Williams College to monitor and evaluate our Youth offering but the college recently closed so we are currently looking at other methods to measure project outcomes. Initial results from data that was collected before the college closed showed 4.6/5 felt their contributions were heard and respected and 4.1/5 felt the things they did and talked about were interesting.

We record numbers referred to other services (follow their progression where appropriate). We work with local police and RBBC to feed into monitoring of crime and anti-social behaviour in the area.

Case study

Bonnie (15), was having difficulty regulating her behaviour at secondary school. Her mother, Viki, describes this time: “Socially and emotionally, Bonnie was facing challenges which the school couldn’t cope with. Until then, she’d managed to mask many of the traits of autism, so there had been no diagnosis. She was finding it increasingly difficult to control her behaviour and would sometimes blow up in class when it got too much. There were multiple exclusions. It felt as if she had been labelled a ‘bad child.’”

Bonnie found hope when a friend introduced her to our Beatz music project, a music-making and recording project where those aged 11-18 can perform or produce music. “At youth club, the young people are allowed to be who they are and the calm environment means no explosions from Bonnie,” says Viki. “She used to keep school troubles to herself because she didn’t want to burden us with more worries, but she found it easier to open up to the youth workers. They were great at helping break down her problems into smaller parts and made sure to keep me in the loop.”

“They spotted and recognized traits of autism in Bonnie and kept me grounded during all of our school troubles. Fighting for support is exhausting. The YMCA team provided relief for me while I struggled for the backup Bonnie needed.”

When Bonnie was offered a place on a YMCA East Surrey youth excursion to Snowdon, her mother was thrilled. “There have been times when Bonnie was excluded from school trips either due to her behaviour or a lack of adequate support,” says Viki, “Bonnie has completed challenges including Snowden and Scafell Pike. On her first challenge she was anxious leaving her family but by her third she was the member of the group helping younger members who were struggling with being homesick. “She came back from each trip on a high,” says Viki. “Her confidence has grown enormously. It’s overspilled into her daily life. She’s forging stronger friendships and, because Bonnie will open up to the youth workers, her problems are nipped in the bud far quicker.” “They never gave up on her. Without their support, she’d be in a far darker place. Instead, she’s settled happily into a new school and the youth club is her safe space.”

Proposed Calendar of Meetings 2026/27

Date	Meeting
05-May 2026	Annual Council
15-May 2026	Annual Town Public Forum
12-May 2026	Planning (Full)
02-Jun 2026	Environment Working Group 6.30pm (Remote)
09-Jun 2026	Planning (Interim)
16-Jun 2026	Full Council (AGAR)
30-Jun 2026	Leisure
07-Jul 2026	Communications Working Group 6.30pm (Remote)
14-Jul 2026	Planning (Full)
28-Jul 2026	Full Council
18-Aug 2026	Planning (Interim)
01-Sep 2026	Environment Working Group 6.30pm (Remote)
08-Sep 2026	Full Council
22-Sep 2026	Planning (Full)
29-Sep 2026	Communications Working Group 6.30pm (Remote)
13-Oct 2026	Leisure
20-Oct 2026	Planning (Interim)
27-Oct 2026	Full Council
17-Nov 2026	Planning (Full)
01-Dec 2026	Environment Working Group 6.30pm (Remote)
08-Dec 2026	Full Council (Precept)
15-Dec 2026	Planning (Interim)
05-Jan 2027	Communications Working Group 6.30pm (Remote)
12-Jan 2027	Planning (Full)
19-Jan 2027	Leisure
26-Jan 2027	Full Council
09-Feb 2027	Planning (Interim)
09-Mar 2027	Planning (Full)
16-Mar 2027	Full Council
23-Mar 2027	Environment Working Group 6.30pm (Remote)
30-Mar 2027	Communications Working Group 6.30pm (Remote)
06-Apr 2027	Planning (Interim)
20-Apr 2027	Leisure
04-May 2027	Annual Council
14-May 2027	Annual Town Public Forum

Total number of meetings

Total number of Council meetings for the year is 32

12 Planning

8 Council including Annual Council

4 Leisure

4 Environment Working Group

4 Communications Working Group

1 Annual Town Public Forum (not a Council meeting)

Horley Town Council

Council Grant Scheme Financial Year 2026/2027

1. It is anticipated that grants to successful applicants will be announced at various points throughout the year.
2. Applicants are required to complete the Council's form to apply for financial assistance, and to provide all the information requested.
3. Grants can be made for capital or revenue expenditure or special projects, however grants will not be approved for salary payments.
4. In considering applications for financial assistance, the Council will take into account the purpose for which the grant is required, the organisation's accounts, how the grant will benefit the residents of Horley, other bodies to which applications for financial assistance have been made, the contribution being made (whether financial or in kind) and any other supporting information.
5. Organisations are not restricted to the number of grant applications which may be made over a period of time. However the history of previous applications will be considered in the decision-making process.
6. Where a grant is offered for a project still in the planning stages the Council may pledge to grant a certain sum which will become payable when the project is under way. In this case the offer will only be kept open for a limited period; the project must have commenced, or a firm commitment made to a start date e.g. by placing contractually binding orders to start imminently, before the grant can be claimed, and this must be within twelve months of the offer of financial assistance being made. After this time the offer will lapse.
7. The maximum figure payable for grants will normally be £1,000.
8. Applications will be considered at a relevant Council Meeting. Applicants will be informed of the outcome as soon as possible.
9. The application form, accounts and other information may be copied and placed on the public agenda for the meeting, so please ensure the information is clear and legible.

If required, further information is available from Horley Town Council, Council Offices, 92 Albert Road, Horley, Surrey RH6 7HZ (tel 01293 784765) or email town.clerk@horleytown.com

1. Contact and background information

Name of organisation	St Bartholomew's Church,
Address of organisation	Church Road, Horley. RH6 8AB
Age groups specifically catered for, if any	All age groups. Visiting loved ones who have died affects all generations.
Is the organisation a non-profit making body?	Yes
Is the organisation a Registered Charity? (if so, please give registration number)	Charity Number 1133767
Number of members in the organisation	111, of whom some are in education & some receiving benefits
Is membership restricted in any way?	No
Do you charge a membership fee, or charge for access to your activities? Please give details	No

2. Details of Grant Applied for

Purpose for which the grant is required	To ensure the Churchyard is maintained to an acceptable safe standard for the bereaved & residents.
How will Horley residents benefit?	Many bereaved relatives will benefit knowing the churchyard is maintained to the highest standard possible. As the Churchyard is for every resident of Horley, the approval of this grant will benefit the whole community of Horley & the relatives of the deceased.
Total cost of project	Grass and hedge maintenance £9,670+VAT= £11,604 Cost of quinquennial tree condition survey £750
Amount of grant requested	£11,604
Please state what contribution your organisation will make towards the project (either financial or in kind)	Volunteers help maintain a safe environment, by dealing with all the work, not requiring a professional tree surgeon. Backfilling sunken graves, cutting back bramble in so doing have found several hidden graves
Funds granted from other bodies (please give details)	For Lychgate repairs- £2,300 from Community foundation trust – Edmund's fund
If there is a shortfall in these figures, how do you propose to fund the deficiency?	Monies collected from funerals & from the PCC.

3. Previous Applications

Please give details below of all grant applications made by your organisation to the Town Council, whether successful or not, in the last five years:

In 2025 - £6,750 towards maintenance of the New Church yard

In 2024- £6,750 towards maintenance of the New churchyard

In 2023 - £6,750 towards maintenance of the New Churchyard

In 2022 - £6,750 towards maintenance of the New churchyard

In 2021 -£6,550 towards maintenance of the New Churchyard

In 2021 –an unsuccessful application for £1,000 towards essential tree work following the Quinquennial tree survey

4. Accounts

Please attach a copy of your most recent accounts and balance sheet to this application.

If you are a new organisation without past accounts, please attach a copy of your budget for the year.

https://register-of-charities.charitycommission.gov.uk/en/charity-search?p_p_id=uk_gov_ccew_onereg_charitydetails_web_portlet_CharityDetailsPortlet&p_p_lifecycle=2&p_p_state=maximized&p_p_mode=view&p_p_resource_id=%2Faccounts-resource&p_p_cacheability=cacheLevelPage&uk_gov_ccew_onereg_charitydetails_web_portlet_CharityDetailsPortlet_objectiveId=A17069726&uk_gov_ccew_onereg_charitydetails_web_portlet_CharityDetailsPortlet_priv_r_p_mvcRenderCommandName=%2Faccounts-and-annual-returns&uk_gov_ccew_onereg_charitydetails_web_portlet_CharityDetailsPortlet_priv_r_p_organisationNumber=5005942&uk_gov_ccew_onereg_charitydetails_web_portlet_CharityDetailsPortlet_priv_r_p_organisationNumber=5005942

5. Contact Details

Name	Rev. Canon Leslie Wells		
Address	Parish Office Church Road Horley RH6 8AB		
Phone no.	Parish office 01293 782218	E-mail	parishoffice@horleyteamministry.org.uk
Fax no.		Web address	www.horleyteamministry.org.uk

6. Declaration

I confirm that I am making this application on behalf of the organisation named. I undertake on behalf of the organisation that any financial assistance offered will only be used for the purpose for which it was granted and will be returned to the Town Council if it is not required for that purpose.

Signed: **Team Rector**

Name: Rev. Canon Leslie Wells

Capacity in which signed: Rector Horley Parish

Date: 18/12/2025

If your application is successful please indicate the name to which the cheque should be made payable or alternatively provide full bank account details

Please return the completed application form with supporting information to town.clerk@horleytown.com or post to
Town Clerk, Horley Town Council, Council Offices, 92 Albert Road, Horley RH6 7HZ