

HORLEY TOWN COUNCIL
ANNUAL MEETING OF THE COUNCIL

Minutes of the Annual Meeting of Horley Town Council held at the Albert Rooms,
Albert Road, Horley on Tuesday 16 May 2017 at 7.30 pm.

Present	Cllrs Mike George – Chairman & Town Mayor J Baird J Baker S Banwait K Etheridge J Hudson A Kitajewski H Kitajewski L Mabbett Samantha Marshall Simon Marshall Valerie Marshall R Olliver D Powell H Randall
In Attendance	A Jones (Town Clerk) C Fenton (Deputy Town Clerk) Three members of the public

C 4182 Election of Chairman of the Council (Cllr George in the Chair)

Cllr Simon Marshall proposed and Cllr Richard Olliver seconded that Cllr Mike George be nominated as Chairman of the Council and Town Mayor. There were no further nominations for the post.

RESOLVED: that Cllr Mike George be elected Chairman and Town Mayor of Horley Town Council for the Municipal Year 2017/2018.

C 4183 Chairman's Declaration of Acceptance of Office

RESOLVED: that the Chairman's Declaration of Acceptance of Office be received. (Nominated Mayoral Charity to be Kent, Surrey & Sussex Air Ambulance Trust.)

C 4184 Election of Vice-Chairman of the Council

Cllr James Baird proposed and Cllr James Baker seconded that Cllr Kevin Etheridge be nominated as Vice-Chairman of the Council and Deputy Town Mayor. There were no further nominations for the post.

RESOLVED: that Cllr Kevin Etheridge be elected Vice-Chairman and Deputy Town Mayor of Horley Town Council for the Municipal Year 2017/2018.

C 4185 Apologies and Reasons for Absence

RESOLVED: *that the apologies of Cllrs Biggs, Jackson, Stimpson and County Councillor Kay Hammond be accepted, for reasons as specified in the attendance register.*

C 4186 Receipt of Amendments to Members' Notification of Disclosable Pecuniary Interests

RESOLVED: *that these be received.*

C 4187 Disclosable Pecuniary Interests and Non-Pecuniary Interests

There were no Declarations of Interest in relation to any items included on this agenda.

RESOLVED: *noted.*

Public Forum

C 4188 Local resident Richard Banks addressed members regarding the Resolution about Gatwick Departure Route 4, which he had put to the Town Meeting on 28 April, where it had subsequently been passed. He expressed his view that planes were still overflying Horley, a problem exacerbated by the concentration of flights on the central swathe of the Route. Mr Banks suggested that the Town Council support the Resolution, which sought to have Route 4 returned to its position prior to 2013. The Chairman thanked Mr Banks for his comments, which he said would be taken into account when the matter was considered later in the meeting.

RESOLVED: *noted.*

C 4189 A representative from the local Co-op Store explained that the Store was looking for three suitable local charities, which could benefit from Community Funding. After some discussion, the following was resolved:

RESOLVED:

- i) that this be publicised in the Town Council's e newsletter.*
- ii) that the Clerk visit the local Store to discuss the matter further.*

C 4190 Confirmation of Inspection of Town Council Deeds and Trust Instruments

RESOLVED: *that this be noted.*

- C 4191** **Appointments to Leisure & Amenities Committee**
- RESOLVED: that the appointments, as appended to these minutes, be approved.***
- C 4192** **Appointments to Planning & Development Committee**
- RESOLVED: that the appointments, as appended to these minutes, be approved.***
- C 4193** **Appointments to Finance & General Purposes Committee**
- RESOLVED: that the appointments, as appended to these minutes, be approved.***
- C 4194** **Appointments to Staff Committee**
- RESOLVED: that the appointments, as appended to these minutes, be approved.***
- C 4195** **Review of Town Council and Committee Sub-Committees and Working Groups**
- RESOLVED: that the list, as appended to these minutes, be approved.***
- C 4196** **Review of Outside Bodies**
- RESOLVED: that the list, as appended to these minutes, be approved.***
- C 4197** **Appointments to Sub-Committees, Working Groups and Outside Bodies reporting to Full Council**
- RESOLVED: that the appointments be approved. (Details are appended.)***
- C 4198** **Town Council Representation on the Surrey Association of Local Councils (Surrey ALC)**
- RESOLVED: that Cllrs Olliver and George (substitute) continue to represent the Town Council at Surrey ALC meetings. (Proposed by Cllr Simon Marshall and seconded by Cllr Linda Mabbett).***
- C 4199** **Ordinary Meeting of the Council, 4 April 2017**
- The minutes of the above meeting of the Council were presented for confirmation by members and signature by the Chairman of the Council
- RESOLVED: that the minutes of the Ordinary Meeting of the Council held on 4 April 2017, including all confidential items, be***

C 4199) *approved.*

C 4200 Leisure & Amenities Committee, 11 April 2017

RESOLVED: *that the unapproved minutes of the above meeting of the Leisure and Amenities Committee, including all confidential items, be received*

C 4201 Finance & General Purposes Committee, 2 May 2017

RESOLVED: *that the unapproved minutes of the above meeting of the Finance and General Purposes Committee, including all confidential items, be received.*

C 4202 Planning & Development Committee, 28 March 2017

RESOLVED: *that the approved minutes of the above meeting of the Planning and Development Committee, including all confidential items, be received.*

C 4203 Chairman's Report

The Chairman advised that he had attended the following:

Vimy Ridge 100 Commemorative Flag Raising at Reigate Town Hall
Celebration of Sikh Festival of Vaisakhi at Town Hall, Crawley
Installation of the High Sheriff of Surrey at Guildford Cathedral
Q&A Session with Sam Gyimah MP and local residents from The Acres
St George's Day Fayre, Horley Town Centre
Reigate & District Scouts St George's Day Celebrations, Reigate College
Surrey Community Foundation – Annual Celebration at Loseley Park

RESOLVED: *noted.*

C 4204 Reports from County Councillors

It was noted that County Cllr Kay Hammond would update members on business carried out at the County Council Annual Meeting at a future meeting.

RESOLVED: *noted.*

C 4205 Resolution Passed at Town Meeting, 28 April 2017

Members considered the following resolution, passed at the Horley Town Meeting on 28 April 2017:

“Horley Town Council should lobby the Civil Aviation Authority (CAA) to reverse its current position, and return Gatwick departure Route 4 (whether using new or conventional navigation technology) to the geographical position and dispersal pattern it occupied prior to 2013

- C 4205)** (where it had kept the peace for decades in all communities north of Gatwick , with negligible complaints about noise) .”
(Proposer: Richard Banks Seconder: Christine Banks)

RESOLVED: that the Resolution be supported by the Town Council and letters supporting the Resolution be sent to the Civil Aviation Authority (attached), the Secretary of State for Transport (attached) and the MP for East Surrey, once in place.

- C 4206** Replacement Playground at Court Lodge Fields

RESOLVED: that the replacement of the Court Lodge Playground be undertaken within the current Financial Year.

- C 4207** Proposals for Possible Café at Horley Recreation Ground

The Clerk updated members on the meeting of the Working Party, which had taken place during the previous week, when the results to date of the Contracts Finder advertisement had been reviewed. He added that the next stage would be the appointment of a Chartered Surveyor to carry out the Design Specification / Outline Planning Application process.

RESOLVED: noted.

Summer Sports Activities in Recreation Grounds

- C 4208** ***RESOLVED: that the request from the General Manager at Horley Leisure Centre to run Outdoor Boot Camps at Court Lodge Fields be approved in principle, free of charge for the first year. (Further updates to be provided at the next meeting of the Leisure Committee on 30 May.)***

- C 4209** It was noted that a proposal from Visionary Sports Academy to provide sports activities for children would be considered at the next meeting of the Leisure Committee on 30 May.

RESOLVED: noted.

- C 4210** Letters Received

Members considered a letter which had been sent to Surrey County Council from Horley Headteachers, on behalf of the Horley Learning Partnership (HLP), expressing concerns about the proposed expansion at Oakwood School.

RESOLVED: that the Town Council send a letter of support to the HLP. (Copies of the correspondence are appended.)

C 4211 **Diary Dates**

RESOLVED: that future events be noted, in particular the Horley Carnival on Saturday 17 June.

C 4212 **Press Release**

RESOLVED: that a press release be issued, giving details of the Town Council Chairman & Vice-Chairman for the current Municipal Year.

Meeting closed at 8.20 pm

Date of next meeting: 27 June 2017

HORLEY TOWN COUNCIL – 2017/2018

CHAIRMAN & TOWN MAYOR: Cllr Mike George
VICE-CHAIRMAN OF THE COUNCIL: Cllr Kevin Etheridge

Committee Membership - 2017/2018

Leisure & Amenities Committee

James Baird
James Baker (Chairman)
Surrinder Banwait
Kevin Etheridge
Mike George
Jerry Hudson
Adrian Kitajewski
Samantha Marshall
Simon Marshall (Vice-Chairman)
Valerie Marshall
David Powell
Henry Randall
Fiona Stimpson

Planning & Development Committee

James Baker
Richard Biggs (Chairman)
Surrinder Banwait
Kevin Etheridge
Mike George
Jerry Hudson
David Jackson
Linda Mabbett
Simon Marshall
Richard Olliver (Vice-Chairman)
David Powell
Fiona Stimpson

Finance & General Purposes Committee

James Baird (Vice-Chairman)
James Baker
Richard Biggs
Kevin Etheridge
Mike George
David Jackson
Helen Kitajewski
Linda Mabbett
Samantha Marshall (Chairman)
Valerie Marshall
Richard Olliver
Henry Randall

Staff Committee

James Baker
Richard Biggs
Kevin Etheridge
Mike George
Samantha Marshall
Richard Olliver

Sub-Committees & Working Groups 2017/2018

<u>Sub-Committee</u>	<u>Councillor(s)</u>	<u>Reporting to:</u>
Café in the Park Working Group	James Baird, James Baker, Richard Biggs, Jerry Hudson	Full Council
Horley Town Council and Reigate & Banstead Borough Council Liaison Committee	Council Chairman & Vice- Chairman plus Committee Chairmen / Vice-Chairmen	Full Council
Leaders' Group	Council Chairman & Vice- Chairman plus Committee Chairmen / Vice-Chairmen	Full Council / Committee concerned
Staff Committee	Chairman & Vice Chairman of Council, Committee Chairmen Richard Olliver	Full Council
Planning Applications Sub-Committee	P&D Chairman & Vice-Chairman, Mike George	Planning & Development
Communications Sub-Committee	James Baird, Mike George, Adrian Kitajewski, Helen Kitajewski, Linda Mabbett, Samantha Marshall	Finance & General Purposes
Resilience & Emergency Plan Sub- Committee	James Baird, Mike George, Linda Mabbett, Richard Olliver	Finance & General Purposes
Internal Audit Review Sub- Committee	F&GP Chairman and Vice-Chairman	Finance & General Purposes
Standing Orders Sub-Committee	Chairman of Council, Committee Chairmen, James Baird	Finance & General Purposes
Grounds Maintenance Sub-Committee	L&A Chairman & Vice-Chairman, David Powell, Surrinder Banwait	Leisure & Amenities
Horley in Bloom Advisory Committee	James Baker, Mike George, Simon Marshall, Valerie Marshall, Fiona Stimpson, Jan Spratt, Marcia Atkinson, Monica Read, Betty Thompson plus representatives of other interested local groups	Leisure & Amenities

**Horley Open Spaces Advisory
Committee**

**James Baker, Mike George,
Samantha Marshall,
Simon Marshall, Valerie
Marshall, David Powell,
Henry Randall, Fiona Stimpson,
Jack Chapman, (HCG)
Jan Spratt (HCG),
Emanuel Flecken (RBBC),
County Cllr Kay Hammond,
Kevin Lerwill (GGP)
Cathy Cooper (local resident),
Thomas Branch (Horley
Piscatorial)
Barry Wildish (Horley Piscatorial)
Lewis Keen (Horley Piscatorial)
Catherine Baart (HCG)**

Leisure & Amenities

Outside Bodies 2017/2018

<u>Outside Body</u>	<u>Councillor(s)</u>	<u>Reporting to:</u>
Gatwick Airport Consultative Committee (GATCOM)	Mike George Fiona Stimpson (Substitute)	Planning & Development
Gatwick Diamond Business	Vacant	Planning & Development
Horley Regeneration Forum	P&D Chairman & Vice-Chairman Council Chairman	Planning & Development
Horley Town Management Group (HTMG)	Linda Mabbett Simon Marshall	Planning & Development
Borough Standards Committee	James Baird	Finance & General Purposes
Surrey Association of Local Councils (Surrey ALC)	Richard Olliver Mike George (Substitute)	Finance & General Purposes
Churchyards Committee	James Baker, Mike George, David Powell	Leisure & Amenities
Gatwick Greenspace Partnership	Mike George, Simon Marshall	Leisure & Amenities
Horley Carnival Advisory Committee	Kevin Etheridge, Mike George, Samantha Marshall, Valerie Marshall, Fiona Stimpson (other members welcome) plus members of other local organisations	Leisure & Amenities
Horley Conservation Group	All members welcome	Leisure & Amenities

HORLEY TOWN COUNCIL

Alan Jones FCSI ACIB

Town Clerk

Council Offices, 92 Albert Road

Horley, Surrey RH6 7HZ

Tel: 01293 784765

info@horleysurrey-tc.gov.uk

www.horleysurrey-tc.gov.uk



Andrew Haines
Chief Executive
Civil Aviation Authority
Gatwick Airport South, Aviation House
Gatwick Road, Crawley
RH6 0YR

18 May 2017

Dear Mr Haines

Gatwick Departure Route 4

The annual Town Meeting of Horley Town Council was held on 28 April 2017. At the meeting, many residents were in attendance, and a number of topical issues were discussed, including the implementation of Gatwick Departure Route 4. Members of the public were invited to propose a Resolution at the meeting (*Local Government Act 1972 s 9(1) refers*).

The following Resolution was placed before the meeting and, after many contributions from members of the public were received together with clarification by senior staff from Gatwick Airport Ltd, it was approved unanimously:

“Horley Town Council should lobby the Civil Aviation Authority (CAA) to reverse its current position, and return Gatwick Departure Route 4 (whether using new or conventional navigation technology) to the geographical position and dispersal pattern it occupied prior to 2013 (where it had kept the peace for decades in all communities north of Gatwick, with negligible complaints about noise).”

The Resolution was then referred to Horley Town Council at its Full Council Meeting, held on 16 May, and this was fully supported by members. The Town Council strongly believes that the Civil Aviation Authority should give its urgent consideration to reversing its decision in this regard. Many local residents have reported a significant increase in noise levels since these changes, and this has reportedly had a detrimental impact on their well-being and quality of life.

The Town Council will also make representations to the Department of Transport and the local MP, as we believe that the Government Policy for enforcing these changes should equally be reconsidered.

We look forward to receiving your response.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Alan Jones', is written over a light blue horizontal line.

Alan Jones
Town Clerk

cc: The Rt Hon Chris Grayling MP – Secretary of State for Transport



HORLEY TOWN COUNCIL

Alan Jones FCSI ACIB

Town Clerk

Council Offices, 92 Albert Road

Horley, Surrey RH6 7HZ

Tel: 01293 784765

info@horleysurrey-tc.gov.uk

www.horleysurrey-tc.gov.uk



The Rt Hon Chris Grayling MP
Secretary of State for Transport
Great Minster House
33 Horseferry Road
Westminster
LONDON SW1P 4DR

18 May 2017

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The Town Council will also make representations to the Civil Aviation Authority and our local MP, as we believe that the Government Policy for enforcing these changes should equally be reconsidered.

We look forward to receiving your response.

Yours sincerely



Alan Jones
Town Clerk

cc: Andrew Haines, Chief Executive, Civil Aviation Authority

15th May 2017



A joint letter from Horley Schools

Dear Oliver,

As Headteachers of Horley Schools, we are writing to express our concerns about the proposed expansion at Oakwood School.

Whilst we are fully supportive of the expansion in principle and want there to be a sufficient secondary offering for Horley children, we are nevertheless concerned that the accommodation at Oakwood will not be fit for purpose. You have no doubt toured Oakwood and are aware of the general condition of the building, PE facilities and the narrow corridors and limited infrastructure.

We understand that the school has been given a budget based on basic need only and is limited to half the cost of the suggested alterations which will only address a numbers of the concerns. Although we are pleased that some money is being spent on the school, despite its mention in the consultation paper, there will be no building work undertaken at the school, only minor changes, refurbishment and configuration.

Whilst Oakwood School is graded 'Good' by Ofsted, we feel that much of the fabric of the building is dated and poorly designed in terms of the circulation of children using the building. From numerous visits to the school to undertake collaborative working as part of the Horley Learning Confederation, we have noted the issues with restricted circulation space and the effect this has on pupils and also directed time for teacher supervision. We feel that these issues will be significantly compounded by an increase in pupil numbers. We understand that the proposals presented suggest that square meterage of the school technically allows for the expansion to 1500 students. However, in reality the future proposal appears that, even with zoning, the school does not have enough capacity in the number of classrooms for such an expansion without significant "hot desking" of staff. Further discussions with the leadership team of the school reveal that the SEND and IT curriculum areas are set to have reductions of space in the plans, thereby negatively impacting on the possible provision for students in these vital areas.

Horley's success as a town depends on a number of factors, not least of which is the provision Good and Outstanding schools. You will know that the town experiences significant levels of deprivation with a high percentage of children qualifying for Pupil Premium compared to other areas in Surrey. We do not feel it is too much of an exaggeration to say that Horley's educational success as a town depends on a secondary facility that provides a positive, modern environment for learning. Our concern is that current proposals do not take into account the need to provide a safe and happy learning environment for all learners, in particular the vulnerable groups. Currently the provision of SEND is located within a quiet area of the school lending itself to issues for these particular pupils; the proposed change in location is ill-chosen and would, we feel, be detrimental to the education of vulnerable learners.

As previously stated, the Horley Learning Partnership work in close collaboration with each other and as such, we as Headteachers, have visited Oakwood and toured its premises on numerous occasions, for differing reasons. All of us are of the opinion that the proposal offered falls short of

essential requirements. We would like the following considerations to be made before any final decisions are reached:

1. A full structural survey be undertaken of the school, as we feel there are structural issues with both the DT/Science block and Sports Centre and Gyms.
2. A new DT/Vocational/Science block be built on the front playground of the school and the existing tower block be demolished.
3. The sports facilities be enhanced to enable whole school initiatives.
4. Dedicated provision for our designated Speech and Language School and a Learning Support Unit.

Despite local challenges, Horley heads are proud of the successes of their schools. We are confident that the quality of education provided in Horley is high. We have every faith in the leadership of Oakwood School, including Simon Potten, to continue delivering an excellent educational provision for children 11 to 16. We therefore appeal for financial support from the local authority to invest properly in Oakwood School to create a modern secondary education provision that the children and community of Horley deserves.

Yours sincerely,

Horley Headteachers on behalf of the Horley Learning Partnership

Hayley Mathews
School Business Manager
Langshott Primary School
Smallfield Road
Horley
Surrey
RH6 9AU

Dear Hayley

Thanks for your letter of 15 May on behalf of the Headteachers of the Horley Learning Partnership regarding the consultation by Surrey County Council on the proposed expansion at Oakwood School. I informed all Councillors of your concerns and the matter was discussed at last night's Full Council Meeting.

Horley Town Council is grateful to HLP for sending us this information. The Town Council does not have the more detailed operational knowledge of Oakwood School that HLP has, but fully supports your measured response, particularly concerning the level of funding required to improve the condition of the building. The Town Council shares and supports your concerns for children attending Oakwood School, both now and in the future. The four points raised in your letter appear to us to be well considered and a full structural survey is of course essential before detailed budgets can be committed. It is also noted that, following the consultation, a planning application will follow. As a statutory consultee we shall study the application and take into account the proposed building and its impact on the local community, including issues like traffic congestion etc.

At all our Council meetings we do have a public forum at the beginning of each meeting, and we welcome comments on any related matters.

With kind regards
Alan Jones

Alan Jones FCSI ACIB, Town Clerk, Horley Town Council
Council Offices, 92 Albert Road, Horley, Surrey RH6 7HZ

01293 784765

www.horleysurrey-tc.gov.uk

town.clerk@horleytown.com

<http://twitter.com/horleyTC>
