

HORLEY TOWN COUNCIL

Minutes of an Ordinary Meeting of Horley Town Council held at
The Albert Rooms, Albert Road, Horley on Tuesday 7 September 2021 at 7.30 pm.

Present **Cllrs** **Samantha Marshall – Chairman & Town Mayor**

Hannah Avery	Jante Baird	James Baker
Jordan Beech	Andy Dye	Mike George
Jerry Hudson	Adrian Kitajewski	Helen Kitajewski
Robert Marr	Simon Marshall	Martin Saunders
Rob Spencer	Fiona Stimpson	

In Attendance J Morgan (Responsible Financial Officer {RFO})
C Fenton (Head of Leisure & Deputy Clerk)

C 5241 **Apologies and Reasons for Absence**

RESOLVED: that the apologies of Cllrs Buttironi, Phillips, Powell and the Town Clerk be accepted, for reasons as specified in the attendance register.

C 5242 **Disclosable Pecuniary Interests and Non-Pecuniary Interests**

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

RESOLVED: noted.

C 5243 **Public Forum**

No members of the public were present.

RESOLVED: noted.

C 5244 **Ordinary Meeting of the Council, 29 June 2021**

RESOLVED: that the minutes of the Ordinary Meeting of the Council held on 29 June 2021, including all confidential items, be approved.

C 5245 **Extraordinary Meeting of the Council, 24 August 2021**

RESOLVED: that the minutes of the Extraordinary Meeting of the Council held on 24 August 2021, including all confidential items, be approved.

Full Council Updates

C 5246 **SCC/RBBC Solar Together Community Scheme – Proposed installation of Solar Panels and Battery Storage at the Albert Rooms**

Members were advised that, following decisions taken at the recent Extraordinary Meeting to pursue this further, the solar panels project had been registered as an environmental application through the Your Fund Surrey scheme. Members were strongly encouraged to register their support for the project on the SCC Commonplace Map, to increase its likelihood of success.

C 5246) **RESOLVED: noted.**

C 5247 **Audit Matters**

Members were advised that, following the submission of the 2020-2021 AGAR by 2 July (confirmed as an Unqualified Audit on 15 September), the first meeting with Internal Auditors Mulberry & Co for the current financial year was scheduled for 8 November.

RESOLVED: noted.

C 5248 **Committee Reports**

RESOLVED: that the following reports be received:

- i) Approved Minutes of the Planning & Development Committee held on 15 June 2021.**
- ii) Approved Minutes of the Planning & Development Committee held on 20 July 2021.**
- iii) Unapproved Minutes of the Leisure & Amenities Committee held on 27 July 2021.**

C 5249 **Chairman's Report**

Attendances at the following meetings were noted:

Unveiling of defibrillator at The Bull Pub
Virtual meeting of Reigate Area Scout AGM
100th Birthday Party for local resident (attended by Vice-Chairman)
Garden Party for carers at Wykeham House (attended by Chairman & Cllr Simon Marshall)
High Sheriff of Surrey - Service for the Judiciary
Churches of Horley Memorial Service at Horley Recreation Ground (attended by Chairman & Cllr Simon Marshall)
Surrey Mayor's Association AGM & Garden Party (attended by Chairman & Cllr Simon Marshall)

RESOLVED: noted.

C 5250 **Joint Meeting between County, Borough & Town Councillors, 27 August 2021**

Members were updated on the meeting, which had been held virtually the previous week. It was noted that the Clerk had attended the meeting, along with Cllrs Lynch, Beech, George and Samantha Marshall.

Cllr Beech reported that SCC had, in collaboration with its Surrey Partners, signalled outline proposals to devolve health services in line with its 'Surrey Health and Wellbeing Strategy' to help deliver the Community Vision for Surrey by 2030. He added that The Surrey Transport Plan consultation was underway, setting out proposals for transport in Surrey by 2032, including plans to reduce carbon emission levels, improve walking & cycling routes, increase charging points for electric vehicles, increase bus services and the redesign of neighbourhoods to improve accessibility and avoid the need to travel by car. HTC would be responding to the consultation.

C 5250) Cllr Lynch reported that a Community Outreach Grant Scheme was available until mid-October to support residents of Horley and Stanwell, with funding of up to 10k being considered per application. It aimed to support vulnerable people most affected by the Coronavirus Pandemic by providing one-off grants for innovative community projects to help reduce isolation and loneliness.

Updates on HTC events had been provided, including Circus, Funfair, 2022 Carnival and the upcoming Grand Opening of the Café & Tennis Courts.

It had been noted that, following a recent useful meeting with Barclays Bank representatives, plans were being put in place for a mobile Barclays Van to visit the High Street Car Park in Horley approximately every two weeks, between 11.00 am and 2.30pm, starting Monday 1 November, for the most part attending on a Friday (full details on the HTC website).

It was noted that the next Joint Meeting was expected to take place in mid-late October.

RESOLVED: noted.

C 5251 Residents Forum Meetings

Members were updated on the recent residents' survey, which had been carried out to seek residents' views on how these meetings might be held in future. Whilst quite a lot of responses favoured a hybrid style meeting, there was also support for in-person meetings to re-start. Cllr Saunders pointed that some additional IT equipment may be required to enable a hybrid style meeting to run effectively. After further discussion, the following was resolved:

RESOLVED: that the next meeting of the Horley Residents' Forum be held at the Albert Rooms on Tuesday 23 November, starting at 7.00 pm. An option to join remotely to be provided, if available.

C 5252 Horley RBL Remembrance Parade 2021

Members were delighted to learn that, following liaison between the Horley RBL and Cllr James Baker, the RBBC Armed Forces Champion, Reigate & Banstead had now confirmed that they would insure the Horley Remembrance Parade, working with a Traffic Management Company, with assistance from the Horley Lions. Thanks were recorded to Cllr Baker, as well as to the RBBC Leader Cllr Mark Brunt, who had both been instrumental in facilitating this arrangement.

RESOLVED: noted.

C 5253 Boundary Commission for England (BCE) – Parliamentary Boundary Changes Consultation

Members reviewed the Town Council's response to the first round of this Consultation. It was noted that it was proposed to increase the number of constituencies in the South-East from 84 to 91, to ensure a more equal number of electors in each constituency. The proposal for Horley (currently part of the East Surrey Constituency) was to combine it with Dorking and Salfords & Sidlow to form a new Dorking & Horley Constituency. Two further rounds of the Consultation were planned in 2022 and the existing arrangements would remain in place until 2023.

C 5253) ***RESOLVED: that the Town Council's response to the Parliamentary Changes Consultation, as appended to these minutes be ratified.***

C 5254 **Community Infrastructure Levy (CIL) – Residents' Survey on Horley Projects**

Members finalised the content of the CIL Survey, which would seek local residents' views on how local CIL money might best be used for projects in Horley. The survey would be available on the HTC Website, local social media and via the HTC newsletter.

RESOLVED:

- i) that the CIL Survey, as appended to these minutes be approved.***
- ii) that the results of the Survey be reviewed at the Full Council meeting on 2 November 2021.***

Café in the Park, Horley Recreation Ground

C 5255 Members were updated on the Grand Opening of the Café and Tennis Courts, due to take place the following Saturday (11th September). It was noted that the RBBC Mayor, Cllr Jill Bray and local MP Claire Coutinho would both be in attendance, along with HTC Chairman, Cllr Samantha Marshall. Two Town Awards would also be presented to worthy local residents and the Town Council would be providing a free buffet in the Café for everyone attending. All Town Councillors were encouraged to be there.

RESOLVED: noted.

C 5256 It was noted that the Clerk was pursuing remaining items of snagging with the Managing Surveyors/Contractors during the retention period, up until Final Completion being reached in November. Options for a storage solution inside the Café were being pursued, which would allow all three toilets to be made available to the public. An independent review of electricity usage in the café had been carried out, which had shown that there was a lot of equipment in the commercial kitchen, in particular the coffee machine, which would be contributing to the high electricity bills. The café operators had been made aware of these findings.

RESOLVED: noted.

C 5257 **Community Foundation for Surrey – Horley Edmonds Fund.**

It was noted that no new funding applications had been received.

RESOLVED: noted.

C 5258 **Horley Community Partnership Meetings**

The Chairman agreed to forward details of Cllr Beech to the relevant officer at RBBC, to ensure that, as the HTC representative, Cllr Beech would be invited to future Horley Community Partnership meetings.

RESOLVED: noted.

C 5259 **YMCA (Community Wellbeing Team)**

Members were reminded that The Horley Life Change Event was due to take place later in the week at the YMCA Horley Young People's and Family Centre, several members indicated that they planned to attend.

RESOLVED: noted.

C 5260 **HTC Environment Group**

Cllr George reported that the results of the RBBC/SCC Level Up funding bid were still awaited and whether the proposed Horley Commercial Hub might be able to benefit from any funding, should it be received. It was noted that the RBBC Sustainability Officer was now attending meetings of the Environment Group and it was hoped that more joint working with RBBC could be put in place for future environmental projects.

RESOLVED: noted.

C 5261 **Tree Works, Langshott Allotment Site**

Members considered two quotations received to carry out the crown lifting of trees along the railway boundary of the Langshott Allotments.

RESOLVED: that the quotation from Heatherlands Tree Care to crown lift the trees along the railway boundary for the sum of £1,950 plus VAT be approved, the work to be carried out in January 2022.

Langshott Allotments Tenants Association (LATA)

C 5262 The Head of Leisure updated members on the recently established Association, set up at the Langshott Allotments Site to provide a community hub at the Langshott Site for all allotment holders, financed through voluntary donations. She added that LATA now had a Constitution in place, which would allow them to open a Bank Account, should they wish to in the future.

RESOLVED: noted.

C 5263 **RESOLVED: that the grant application from LATA for £100 towards a polytunnel for community use on the LATA allotment be approved, the grant to be made using the General Power of Competence.**

C 5264 **The Welcome Back Fund (WBF) – Permanent Planters for Horley**

Following recent discussions at the Leisure Committee Meeting in July, after information was received from the RBBC Economic Prosperity Officer that the purchase of permanent planters in Horley had been approved as part of the Reigate & Banstead WBF activity, the Head of Leisure advised that she had received suggestions from Amethyst Horticulture regarding planters the Town Council may wish to consider. Members were shown photos of various options that were available. After some discussion the following was resolved:

RESOLVED: that Reigate & Banstead liaise with Amethyst Horticulture regarding the purchase of Base Planters with perennial planting, up to a value of £2,500, the location of the planters to be decided by Horley Town Council.

C 5265 Re-Planting of Precinct Permanent Planters

RESOLVED: *that the quotation from Amethyst Horticulture to re-plant the existing two permanent planters in the Precinct with improved perennial planting, for the total sum of £680 plus VAT be approved, the work to be carried out in October/November this year.*

Staffing Matters

C 5266 It was noted that following the recent HTC Organisational Review, the final report from HR Consultants had been delayed, due to unforeseen circumstances. The Clerk would provide an update at the November Full Council meeting.

RESOLVED: *noted.*

C 5267 It was noted that the vacancy for the Parks & Recreation Assistant had now been advertised, the person appointed to replace the Head of Leisure who was due to retire at the end of October.

RESOLVED: *noted.*

C 5268 The RFO advised members that the three Local Government unions had recommended to their members that the revised pay offer from the National Employers of 1.75% be rejected. HTC staff would be kept informed of all subsequent developments.

RESOLVED: *noted.*

C 5269 Items for Future Consideration

RESOLVED: *that the Finance Committee consider the possible provision of solar panels on the roof of the Café in the Park.*

C 5270 Diary Dates

Members were informed of upcoming dates, including the Café Opening on 11th September, the tour of St Bart's Churchyards on 13th September, meeting of the Open Spaces Committee on 20th September, Bonfire & Fireworks Display on 6th November (revised date) and Briefing on RBBC Community Centres Review, prior to Full Council on 2nd November.

RESOLVED: *noted.*

C 5271 Press Release – Grand Opening of The Café in The Park

RESOLVED: *that the Press Release, as appended be received.*

Meeting closed at 8.38 pm. Date of next meeting – 2nd November 2021

HORLEY TOWN COUNCIL

Joan Walsh
Town Clerk
Council Offices, 92 Albert Road
Horley, Surrey RH6 7HZ
Tel: 01293 784765
info@horleysurrey-tc.gov.uk
www.horleysurrey-tc.gov.uk



Boundary Commission for England
35 Great Smith Street
London
SW1P 3BQ

By Email

30 July 2021

Dear Sir / Madam

BCE Consultation: 2023 Review of Parliamentary Constituencies

Horley Town Council welcomes the opportunity to comment on this consultation by the Boundary Commission for England, taking population increases into account so that all Parliamentary constituencies are more equal in the total number of electors. We understand that there will be two more rounds of the consultation in 2022.

Horley is one of two civil parishes situated in the south of the Reigate & Banstead borough in Surrey, the other being Salfords & Sidlow. Horley Town Council is administered as a first-tier local government authority in an area where county authority responsibilities are met by Surrey County Council and borough authority responsibilities are met by Reigate & Banstead Borough Council.

Horley is a commuter town situated close to London and Gatwick Airport, providing good employment prospects for our residents. At the last census (2011) there were 23,000 people living within the boundary of the Town Council of which 19,485 are registered electors (as at 12 February 2021). However, several new housing developments have become occupied since then so this figure is expected to show a significant increase in the 2021 Census when these statistics are released.

We understand that the number of Parliamentary constituencies in England will increase from 533 to 543; in the South-East region they will rise from 84 to 91; and that each constituency is required by law to contain between 69,724 and 77,062 electors, thereby necessitating significant changes to current boundaries. We further note amongst the detailed proposals would be to change the Parliamentary constituency boundaries for the Reigate & Banstead Borough Council wards (Horley West & Sidlow, Horley East & Salfords and Horley Central & South) into a new 'Dorking & Horley' constituency.

In light of these proposals, Horley Town Council is of the view that by moving the existing boundary to separate the town of Horley (currently in the East Surrey constituency) into the new 'Dorking & Horley' constituency, seems reasonable. It therefore does not present us with any major concerns since most of the public services for Horley residents are provided by Surrey County Council or Reigate & Banstead Borough Council and neither of these local authorities are impacted by these proposed changes to the Parliamentary constituencies.

At the same time, however, we would point out that geographical factors should still be taken into account especially if our residents might potentially have to travel longer distances to meet with their local MP. We feel it is important that adequate provision remains available in Horley and is accessible enough to include in-person and virtual settings for MP Surgeries with constituents, once the changes are implemented and to ensure that representations on behalf of our community can be made in Parliament.

In terms of naming the new constituency, we note that from the 2011 Census statistics, the population of Horley (22,076) is higher than Dorking (11,158) and would therefore propose that by reversing its name to **'Horley & Dorking CC'** would be more appropriate.

In conclusion, we hope that our submission to the 2023 Review of Parliamentary Constituencies will be given due consideration and we look forward to hearing the outcomes of this round of the consultation in due course.

Yours faithfully



Joan Walsh

Town Clerk

Horley Town Council

Community Infrastructure Levy Consultation

Horley Town Council has some funding from the Community Infrastructure Levy (CIL) and we would like your views on how this money may be spent for the benefit of the community. The fund may be used on a very broad range of facilities such as play areas, open spaces, parks, and green spaces, cultural and sports facilities, and other community safety facilities.

Survey

1. Do you live or work in the town of Horley? * Yes/No
2. Which of the following types of projects would you like CIL to fund?
 - Play and/or fitness equipment
 - Developing accessible facilities to allow for activities for all age ranges
 - Green Spaces and Environment projects
 - Road and community safety initiatives
 - Other

[Other allows for some free text comment]



Press Release:

Horley Town Council

'Café In The Park' - Horley Recreation Ground

September 2021

On Saturday, 11 September 2021, Horley Town Council held the grand opening of the new Café Pavilion at Horley Recreation Ground alongside the opening of the refurbished Tennis Courts.

Town Councillors were delighted to be joined by the Mayor of Reigate & Banstead, Cllr Jill Bray and MP for East Surrey, Claire Coutinho. The opening ceremony was officiated by Town Mayor, Cllr Samantha Marshall who delivered an eloquent and meaningful speech, advising the Town Council had reached completion of the largest capital investment project it had ever undertaken to benefit the Horley community. She thanked everyone present for being part of such a special and momentous occasion to mark the opening of the new community facility, including the building contractors, Newlyns who were in attendance to showcase their work and were highly complimented on their expert workmanship to create such a contemporary and stylish development.

A sincere note of appreciation was extended by Cllr Samantha Marshall to the well-known leaseholders 'The Farmyard Kitchen' who had all worked tirelessly since the Café opened its doors in summer months. This was clear to see with so much complimentary feedback received from customers and park users along with widespread support for the popular new venue on social media. She said the operators had enthusiastically supported the Town Council with the grand opening event arrangements which provided a free buffet with some champagne kindly donated by the Deputy Town Mayor, Cllr David Powell. There were also food marquees on site to offer delicious home-made cuisine; a superb jazz band to add to the relaxed ambience; and they had even thoughtfully provided two bouncy castles to keep the younger children entertained during the festivities. She also acknowledged the return of Circus Wonderland to the park as always being a much welcomed and popular event to be enjoyed by people of all ages.

Cllr Marshall further welcomed Members of the Horley Lawn Tennis Club and commented that *"the Town Council is delighted that the Club is able to offer 'Free Tennis in the Park' family coaching sessions, now taking place at the Recreation Ground on a Saturday afternoon during term time"*. The refurbished Tennis Courts were later visited by the dignitaries present with photographs taken alongside the tennis players

and Pickleball Club members whilst remarking that they were so pleased to hear that plans were also in hand to offer free coaching sessions in this fast growing sport to anyone who may be interested.

Cllr Bray opened her address by asking for a massive round of applause for Horley Town Council on their *“phenomenal achievement which had been in the melting pot since 2013 and had overcome lots of hiccups along the way with secured funding to produce such a fabulous facility which will undoubtedly be very well used”*. She added that *“the new Tennis Courts may well produce another tennis champion like rising star, Emma Raducanu, in years to come...”* and she thanked everyone for coming to the event.

Claire Coutinho MP gave a heart-warming speech and commented to her audience *“I am completely bowled over by the development and achievement of Horley Town Council. Even in the short time since the Café has been open, I have heard so many wonderful things and I’m so impressed by all the people involved who got us to this point and I am really glad to be here today”*.

Later followed Town Award presentations to two worthy community volunteers who received a small silver replica of the Town Mayor’s badge, a framed Certificate and a Citation read by Cllr Marshall for their voluntary work in the community. It is fair to say the recipients ‘stole the show’ with such cheerfulness and high-spiritedness on receiving their awards. The wonderful achievement of the Horley Society of Artists Club was further recognised, having created the beautiful ‘Horley Little Library’ structure which will take pride of place inside the Café with books made available for all interested readers.

The proceedings culminated with the ribbon-cutting ceremony to announce the ‘Café In The Park’ as officially open and a photo-shoot followed to commemorate such a happy and momentous event.

The Town Council would like to sincerely thank everyone who supported the ‘Café In The Park’ project right from the outset and attended the grand opening, not least the photographers and many other helpers who gave their time voluntarily to be part of such a special event and to share in this wonderful achievement to benefit the Horley community for future generations. We sincerely wish the Café Operators, ‘The Farmyard Kitchen’, continued success in their business venture and we fully endorse their positive message that everyone is welcome at *‘The Farmyard Kitchen ...in the park’*.

ENDS