

HORLEY TOWN COUNCIL
ORDINARY MEETING OF THE COUNCIL

Minutes of the Ordinary Meeting of Horley Town Council held at the Albert Rooms, Albert Road, Horley on Tuesday 3 September 2013 at 8.00 pm.

Present: Councillor Richard Olliver – Chairman & Town Mayor
Councillors C Austin, J Baird, R Bethell, J Chapman,
M George, M Goldsmith, K Hagerty, Samantha Marshall,
Simon Marshall, V Marshall, M Miller, D Powell, T Schofield,
R Sherwin and F Stimpson

Also present: A Jones Town Clerk
C Fenton Deputy Town Clerk

The meeting was preceded by a private presentation on Neighbourhood Planning, given by John Cheston and Kathy O’Leary from Reigate & Banstead Borough Council.

C 3341 Apologies and Reasons for Absence

RESOLVED: that the apology of Cllr J Spratt be accepted, for reasons as specified in the Attendance Register. (Cllr Robinson was absent.)

RESOLVED: noted.

Declarations of Interest & Dispensations

C 3342 Cllr Simon Marshall declared a non-pecuniary interest in the Town Award item.

RESOLVED: noted.

C 3343 Cllrs Bethell, Goldsmith, Simon Marshall, Olliver and Sherwin declared non-pecuniary interests in the Cyril Edmonds Community Fund item (Archway Theatre.)

RESOLVED: noted.

C 3344 There were no requests for Dispensations for Disclosable Pecuniary Interests.

RESOLVED: noted.

C 3345 Public Forum

No members of the public were present.

RESOLVED: noted.

C 3346 Ordinary Meeting of the Council, 25 June 2013

The minutes of the Ordinary 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 25 June 2013, including all confidential items, be approved.

C 3347 Cllr Sherwin noted that details of Reserves in the Supporting Statement to the Accounts, appended to the minutes, were incorrect.

RESOLVED: that the amended Supporting Statement be appended to these minutes.

C 3348 Leisure & Amenities Committee, 28 May 2013

RESOLVED: that the approved minutes of the above meeting of the Leisure & Amenities Committee, including all confidential items, be received.

C 3349 Leisure & Amenities Committee, 16 July 2013

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

C 3350 Finance & General Purposes Committee, 11 June 2013

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

C 3351 Finance & General Purposes Committee, 6 August 2013

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

C 3352 Planning & Development Committee, 4 June 2013

RESOLVED: that the approved minutes of the above meeting of the Planning & Development Committee be received.

C 3353 Planning & Development Committee, 2 July 2013

RESOLVED: that the approved minutes of the above meeting of the Planning & Development Committee be received.

C 3354 Planning & Development Committee, 30 July 2013

RESOLVED: that the approved minutes of the above meeting of the Planning & Development Committee be received.

C 3355 Staff Salaries

RESOLVED: that salary scales for all staff be increased in accordance with the agreement reached by the National Joint Council for Local Government Services. (1% increase backdated to 1 April 2013.)

C 3356 Chairman's Report

The Chairman reported that he had attended the following:

County Rainbow Day
Horley Singers Summer Concert
Horley in Bloom Judging
Langshott School Sports Day & Summer Fair
Himalayan Balsam Clearance
Reigate & Banstead Civic Service
South & South East in Bloom Judging
Launch of new scanner at Gatwick Park Hospital
Horley Carnival
Wheels for Troops Weekend
1st Birthday of SUSY Radio
AGM of Queen Elizabeth Foundation Vocational Services
Opening of British Taekwondo Poomsae School of Excellence at Horley Leisure Centre
Photocall at former Newman House site
Surrey Mayors' AGM & Garden Party
100th Birthday Party for resident at Barnfield
Induction of Rev Shane Wood and Licensing of Rev Michaela Wood

RESOLVED: noted.

Annual Audit for Year Ending 31 March 2013

- C 3357** **RESOLVED: that the External Auditor's Certificate and Opinion (Section three of the Annual Return) be received. (Unqualified audit.)**
- C 3358** **RESOLVED: that the Annual Return be approved. (A copy is appended.)**
- C 3359** **RESOLVED: that the Issues Arising Report be received.**
- C 3360** **RESOLVED: that payment of £800 plus VAT to BDO LLP, for auditing the Annual Return, be approved.**
- C 3361** **Issues Arising Report – Clerk's Response**

The Clerk reported that the External Auditor, BDO LLP, had highlighted that the level of Fidelity Guarantee Cover appeared to be insufficient in the light of bank balances held at 31 March 2013 and the amount of Precept subsequently received in April 2013. He confirmed that the level of cover had now been increased from £300,000 to £450,000, requiring an additional premium of £71.55 to be paid.

RESOLVED: that the Clerk's actions be approved.

C 3362 **Surrey Association of Local Councils (Surrey ALC)**

RESOLVED: that the recommendation of the Finance & General Purposes Committee that the Town Council continue its membership of Surrey ALC for a further year, from April 2014, be approved.

C 3363 Residents' Health Check Questionnaire

It was noted that the summary of responses had been completed and would be considered by the Strategy & Forward Planning Group at its next meeting on 6 September.

RESOLVED: noted.

C 3364 Business Growth Workshop

Cllr Schofield updated members on progress made, however, due to a lack of support, the Workshop was subsequently cancelled.

RESOLVED: noted.

C 3365 Liaison Meetings with Surrey Police

Members were updated on the meeting held in August. It was noted that PC Ian Yeo was due to retire in January 2014.

RESOLVED: noted.

C 3366 Presentation on Neighbourhood Planning

Members reviewed the Presentation given earlier by John Cheston and Kathy O'Leary from Reigate & Banstead Borough Council. They agreed that the presentation had been very informative and were mindful that the costs involved in producing a Neighbourhood Plan would need to be clearly identified and considered before any preparation work taking place. Members had been pleased to learn that the Borough Council was keen to work with Horley. Cllr George reminded members that Neighbourhood Planning was a standing item on the agenda of all Town Council Planning meetings.

RESOLVED: noted.

C 3367 Presentation on the Localism Act

It was noted that Nick Bennett, the Borough Council's Legal Services Manager, would be giving a private presentation to members on the Localism Act, Code of Conduct and associated matters, prior to the Full Council meeting on 15 October. (The presentation to commence at 7.00 pm.)

RESOLVED: noted.

Cyril Edmonds Community Fund

C 3368 RESOLVED: that the application by the Horley Singers for £514 to purchase new sheet music and books be approved in full.

C 3369 RESOLVED: that £1,000 be awarded towards the application by the Archway Theatre Company for funding towards their Community Cinema project. (The Clerk subsequently ascertained that the facility would be open to the public and was fully accessible for wheelchairs.)

C 3370 Recommendations for Town Awards

RESOLVED: that the recommendations be approved and the nominees be invited to receive their Awards at the Horley in Bloom Awards Evening on 27 September 2013.

C 3371 Remembrance Programme 2013

RESOLVED: that details received from the Horley Branch of the Royal British Legion be noted.

Town Centre Carol Service and Councillors' Hospitality

C 3372 *RESOLVED: that this be held on the morning of 14 December 2013.*

C 3373 *RESOLVED: that members be invited to make a donation of £10 towards the costs involved.*

C 3374 Diary Dates

RESOLVED: that future events be noted, in particular the Horley in Bloom Awards Evening on 27 September, Rededication of the Memorial Gardens on 6 November, Remembrance Day Parade & Service on 10 November and Carol Service & Hospitality on 14 December.

C 3375 Confidential Business

RESOLVED: that, "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 3376 Concurrent Functions

CONFIDENTIAL

Members were updated on planned meetings.

C 3377 Innes Pavilion / Horley Sports (Social) Club

CONFIDENTIAL

C 3378

Members were updated on recent actions taken and approved the appointment of A Bennett & Sons to clean the changing rooms on a regular basis.

Meeting closed at 9.22 pm.

Date of Next Meeting: 15 October 2013 (Preceded by Private Presentation on Localism Act at 7.00 pm.)