

HORLEY TOWN COUNCIL
ORDINARY MEETING OF THE COUNCIL

Minutes of an Ordinary Meeting of Horley Town Council held virtually on Tuesday 27 October 2020 at 7.30 pm.

Present

Cllrs David Powell (Chairman)

Jante Baird
James Baker
Giorgio Buttironi
Mike George
Jerry Hudson
Adrian Kitajewski
Helen Kitajewski
Robert Marr
Samantha Marshall
Simon Marshall
Wayne Phillips
Martin Saunders
Rob Spencer
Fiona Stimpson

In Attendance

J Walsh (Town Clerk)
C Fenton (Head of Leisure & Deputy Clerk)
J Morgan (Responsible Financial Officer)

One member of the public

Co-option Tom Turner
Candidates Mike Humphrey
Terry Johnson
Hannah Avery
Jordan Beech
Eunice Wong

Prior to the start of the meeting there was a Minute's Silence in memory of Borough Councillor Derek Allcard who recently passed away.

C 5021 Virtual Meeting

RESOLVED: that in view of the COVID-19 lockdown period, this Full Council meeting be held virtually.

C 5022 Apologies and Reasons for Absence

RESOLVED: that the apology of Cllr Kumar be accepted.

C 5023 Disclosable Pecuniary Interests and Non-Pecuniary Interests

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

RESOLVED: noted.

C 5024 Public Forum

The member of the public said that he was keen to hear the presentations from the six co-option candidates.

RESOLVED: noted.

**Horley Town Council (Horley South Ward):
Two Vacancies to be filled by Co-option**

C 5025 Members received oral presentations from the six candidates and asked questions when they felt it appropriate to do so.

RESOLVED: noted.

C 5026 The Clerk explained the voting process: All candidates were eligible for co-option. Votes would be taken separately for each vacancy and an absolute majority would be required for each co-option.

RESOLVED: noted.

C 5027 Following the virtual voting process for each vacancy, the Clerk announced the results:

RESOLVED: that Hannah Avery and Jordan Beech be duly elected to Horley Town Council, representing the Horley South Ward

C 5028 The Clerk thanked all the candidates for their interest in Horley Town Council. She explained that the co-opted members plus the other candidates were welcome to remain in the Public Forum for the public session of this meeting. The co-opted members would be able to formally attend meetings once the Clerk had received their signed Declarations of Acceptance of Office and Declarations of Disclosable Pecuniary and Non-Pecuniary Interests. The Clerk would update the RBBC Monitoring Officer on the results of the Co-options.

RESOLVED: noted.

C 5029 The Clerk explained that the Committee memberships for the newly co-opted Councillors would be decided in due course. (Hannah Avery subsequently decided to sit on the Leisure Committee & Planning Committee and Jordan Beech on the Leisure Committee & Finance Committee.)

C 5029) *RESOLVED: noted.*

C 5030 Ordinary Meeting of the Council, 25 August 2020

The minutes of the above meeting of the Council were presented for confirmation by members (to be signed by the Chairman of the Council in due course).

RESOLVED: that the minutes of the Ordinary Meeting of the Council held on 25 August 2020, including all confidential items, be approved.

C 5031 Leisure & Amenities Committee, 22 September 2020

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

C 5032 Finance & General Purposes Committee, 6 October 2020

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

C 5033 Planning & Development Committee, 18 August 2020

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

C 5034 Planning & Development Committee, 15 September 2020

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

C 5035 Chairman's Report

The Chairman reported on the conclusion of his "Walk to the Menin Gate" fundraising initiative to raise funds for the Earl Haig Sports & Social Club (home of the Horley RBL), which had been attended by the RBBC Mayor and a number of socially-distanced supporters.

RESOLVED: noted.

C 5036 The Chairman also updated members on a virtual meeting of the RBBC Standards Committee, which he had recently attended.

RESOLVED: noted

Borough, County Councillor & Other Updates

C 5037 The Clerk updated members on the meeting with County Cllr Kay Hammond and Borough & County Councillor Graham Knight, which had taken place the previous week. (Notes of the meeting are appended.)

RESOLVED: noted.

C 5038 It was noted that a virtual meeting of the HTC/RBBC Liaison Meeting was to take place on 1 December and would be chaired by the RBBC Leader, Cllr Mark Brunt.

RESOLVED: noted.

C 5039 The Clerk added that there were plans to hold a virtual Residents' Forum meeting in January 2021. Residents would be asked to submit questions or topics for discussion in advance. The meeting would be chaired by County Cllr Kay Hammond, with full details being published in advance through all the usual channels.

RESOLVED: noted.

C 5040 **Schedule of Meetings until 11 May 2021**

RESOLVED: that the attached schedule of meetings be approved.

C 5041 **HTC Investment Strategy and Policy**

RESOLVED: that the attached Policy, as recommended by the Finance & General Purposes Committee be approved.

Café in the Park, Horley Recreation Ground

C 5042 The Clerk updated members on the recent meeting of Council Leaders and the Café Working Group. An overview of the café project had been provided along with a breakdown of costs. A full financial summary would be provided at the project completion stage.

RESOLVED: noted

C 5043 The Clerk reminded members that, following an inspection, RBBC Building Control had insisted that an automated fire shutter/curtain be installed, which would surround the kitchen in the event of a fire and separate it from the restaurant. The Clerk had sought agreement for the emergency expenditure from the Leaders' Group. It was anticipated that the fire curtain would be fitted in early November.

C 5043) ***RESOLVED: that emergency expenditure required for the supply and installation of an internal fire curtain, at a cost of up to £12,000 plus VAT be ratified.***

C 5044 The Clerk added that the fixed broadband installation from BT was still outstanding. Practical completion of the cafe project was expected by mid-November, with the café opening in January. Meanwhile the café operator hoped to bring their mobile catering unit to the park several times a week.

RESOLVED: noted.

C 5045 It was noted that, following completion of the works, a full project review would be carried out by the Cafe Working Group, working with Cllr Robert Marr.

RESOLVED: noted.

C 5046 **Community Foundation for Surrey (Horley Edmonds Fund)**

RESOLVED: that the Fund Holder Quarterly Statement for the period until 30 September 2020 be received. (A copy is appended.)

Horley Community Partnership Meetings

C 5047 Cllr George reported that he had recently attended a virtual workshop hosted by the RBBC Community Partnerships Team, which had taken the form of a briefing and planning exercise as to how all Local Authorities would prepare locally for the welfare response required for a Covid 19 second wave. He added that a lot of useful information had been made available. Further regular updates were being received from the Community Partnerships Team.

RESOLVED: noted.

C 5048 Notes of a recent local Partnership Meeting are appended.

RESOLVED: noted.

C 5049 Cllr Saunders updated members on the Level Up Horley Project, which had been providing refurbished laptops to disadvantaged local children throughout the Pandemic. Cllr Saunders was delighted to report that 210 laptops had now been refurbished, more than double the original target. He particularly thanked YMCA East Surrey, who had been in receipt of the Project funding, as well as HTC, the Gatwick Airport Community Trust and the Henry Smith Charity, who had all donated funds towards the refurbishment of the laptops, kindly donated by local businesses, including Micromaintenance and especially Gatwick Airport. Martin was now looking to work with Voluntary Action Reigate & Banstead (VARB) to find charities that

C 5049) work with youth and their families in and around Horley, to carry on the project. Martin confirmed that the demand from local primary schools had now been met, although Oakwood School would possibly welcome extra items. He thanked HTC Officers for acting as a “depot” for the receipt of the donated laptops. Members recorded their appreciation of Martin’s immense dedication to this Project over the past few months.

RESOLVED: noted.

Environment Working Group

C 5050 Cllr George updated members on recent activities of the Group. The Great British September Clean, during which small groups of residents had litter picked around Horley had been extremely successful and it was hoped to repeat it next year. An online Environmental Questionnaire had been launched via the Horley & District Chamber of Commerce as a trial run and it was hoped to roll out something similar to Horley residents in due course.

RESOLVED: noted.

C 5051 Cllr George reminded members that there was to be a Members’ Briefing on proposals to develop a Horley Commercial Hub, this would take place prior to the Planning Meeting on 10 November. The Hub was planned as a walk-in centre with flexible working spaces for businesses, individuals and community groups and was anticipated to be a joint project with SCC, RBBC, HTC and the local Chamber of Commerce. The empty unit next to the new Horley Library was being viewed as a possible location. It was hoped that as many members as possible would be able to attend the private Briefing.

RESOLVED: noted.

C 5052 SCC Tree Planting Initiative

The list of suggestions for tree planting, received from local groups and residents was reviewed by members. Some suggestions were not felt to be suitable and Cllrs Powell and George agreed to visit some of the other proposed sites to check sightlines etc.

RESOLVED: that the final list (as appended) be submitted to the SCC Tree Planting Team and updates be provided at future HTC Leisure Meetings.

C 5053 Horley Remembrance Programme 2020

Members were updated on arrangements made for this year’s Remembrance commemorations. Whilst Government guidelines still

C 5053) permitted Services to take place this year, the Town Council was very aware that large numbers of local residents may gather at the War Memorial at 11.00 am on Remembrance Sunday, however small any formal Service might be. It had therefore been agreed with the Horley Royal British Legion that, whilst the Re-Dedication of the Memorial Gardens would take place on 4 November, albeit with reduced numbers attending, on Remembrance Sunday there would be a private shortened Service of Remembrance in the Old Churchyard at St Bart's Church, led by Rev Les Wells, with limited numbers in attendance. The Chairman explained that the Service would take place next to four WW1 war graves, where wreaths would be laid, prior to them being moved to the Horley War Memorial later in the day. The Chairman, as always would ensure that areas surrounding the War Graves were well maintained for the service and would also lay poppy crosses on the War Graves in both Churchyards ahead of Remembrance Sunday. Notices would be placed on the gates of the Memorial Gardens, advising that there would be no Service there on Remembrance Sunday and asking residents to avoid visiting the Gardens at 11.00 am. The Two Minutes Silence would take place as usual in the Horley Precinct on 11 November. The Chairman was thanked for his patient discussions with the Horley RBL, which had enabled a suitable and also very meaningful agreement to be reached.

RESOLVED: noted.

C 5054 **Letters Received**

Members considered a matter that had been raised by Cllr Buttironi; Father Francis Ezennia, Parish Priest of the English Martyrs Church in Vicarage Lane had expressed a desire for the (electronic) Church Bells to toll before Holy Mass. It had been ascertained that RBBC Environmental Health had never sought to stop the Church Bells ringing and the Town Council had never registered any objections to the bells being rung.

RESOLVED: that Father Francis be informed that HTC has no objections to the bells at the English Martyrs Church being rung.

Diary Dates

C 5055 **RESOLVED: that future dates be noted, including the members' Cyber Training on 3 November and Commercial Hub Briefing on 10 November.**

C 5056 Members were advised that it was planned to set up a separate Outlook Calendar for meetings, that members would have access to and would be able to update accordingly.

RESOLVED: noted.

Standing Order 3 af) was suspended at 9.30 pm and the meeting, with the agreement of HTC Officers & Members continued until 9.40 pm.

Meeting closed at 9.40 pm

Date of next meeting: 15 December 2020

Notes of Joint Meeting: SCC / RBBC / HTC
Held virtually on 23 October 2020, at 3.00 pm

Present: Cllr Kay Hammond (KH)
Cllr Graham Knight (GK) (Part Meeting)
Cllr David Powell (DP)
Cllr Mike George (MG)

In Attendance: Joan Walsh (JW)

1. Review of the previous SCC/RBBC/HTC Joint Meeting (held on 18 September 2020) and actions required.

1.1 Dialogue with Network Rail - Condition of Footbridge and Underpass:

Brought forward from previous meeting:

It was noted that dialogue with Network Rail on rail improvements may take place during the early design and implementation stages of the Horley town centre improvements projects to be delivered by RBBC, through the 'Delivering Change' scheme. Since RBBC had identified refurbishment of the subway as one of the key projects, it was hoped that Network Rail might consider improvements to the footbridge at the same time since there were concerns about the longevity, appearance and safety of the structure. However, this had yet to be determined and would be subject to further discussions between RBBC and Network Rail.

1.2 Forecourt, Court Lodge shops:

There was no update. KH will liaise with the Highways Officer on plans for replacing the bollards on the forecourt.

Action: KH

2. (i) Covid-19 Impact – Council Activities

SCC:

KH gave the following update:

- The Surrey Local Outbreak Engagement Board and [Surrey's Local Resilience Forum](#) were working in partnership on the Covid-19 response and making preparations in the event of a major incident arising as the situation evolves.
- Reigate & Banstead remained well controlled at Tier 1, Alert Level 'Medium'

Supplementary Note: This was subsequently adjusted in line with national restrictions with a second lockdown enforced by Government, from 5 November to 2 December 2020.

- **SCC Community Projects Fund (CPF):**

SCC had announced a new capital fund of £100m over 5 years to support community projects county-wide. The *Community Projects Fund* will be launched shortly and SCC would like representatives from voluntary, community and faith organisations to take part in a series of workshops, to help shape how the fund is to be managed. It is intended to support projects put forward by residents, community groups and organisations that meet a set of criteria, designed to ensure the deliverability and sustainability of the proposals put forward. It will specifically provide capital funding relating to an asset such as buildings, equipment, vehicles, public realm, rather than cover revenue costs, such as for the running and administration of an organisation. A large capital project may be put forward for consideration by the panel or a series of smaller schemes and match funding through other sources would also be considered. Further details will become available through widespread community and stakeholder engagement to help develop much needed improvement projects and to enhance local areas. It was thought this could present some great opportunities for Horley and would be closely followed as plans progress so that suggestions could be put forward by HTC.

RBBC:

GK gave the following update:

- Borough Members and Officers continued to work remotely from home to a large extent with meetings held through video conferencing and this was likely to continue for some time to come. As group lead, he would continue supporting Council employees through new ways of working on a digital platform. The local depots were still being manned by RBBC personnel at the sites.
- Great progress had been made to tackle the issue of homelessness after a substantial Government grant was received by Reigate & Banstead BC/Mole Valley DC/ Tandridge DC. As a result, there were no reports of homelessness in the borough at the time of reporting and long-term housing solutions were also being sought.
- Regent House Community Centre (Albert Road) had reopened on a limited basis to welcome back small groups of members.

HTC:

JW gave the following update:

- The Town Council offices remained open to the public as much as possible.
- HTC Officers were operating combined working from home and at the office on a lone working basis.
- HTC continued to follow the latest public health guidance by Government.
- Public meetings and internal meetings were continuing remotely on Zoom with the use of MS Teams for regular communications.
- Community hall hire enquiries were on the increase (possibly due to other local venues remaining closed).
- The Edmonds Community Hall had reopened to hirers along with other community buildings, including 'The Innes' Sports Pavilion at Court Lodge so that league matches could resume on the playing fields. All organisers had fully complied with the guidance by providing HTC with extensive Risk Assessments before for their sessions resumed.
- Play areas reopened in mid-July after detailed inspections were carried out and robust signage had been installed.
- HTC would continue to follow the latest Government and Public Health guidance and were receiving regular updates from the National and County Associations of local councils, including new legislation and statutory obligations of local councils under the amended regulations as the pandemic evolves.

Supplementary Note: *The Edmonds Hall subsequently closed again to hirers, following the second lockdown imposed by Government (from 5 November to 2 December 2020).*

(ii) SCC views on its focus on Horley over job losses and where employment opportunities are dependent on the operations of Gatwick Airport

It was noted that the SCC Leader had summarised in a recent Press Release how the impact of Covid-19 had raised a real need for vulnerable people and key workers to be supported as well as delivering essential services to local communities. Similar views had echoed further concerns on the affect that the pandemic had on employment since significant job losses were announced at Gatwick Airport, many of whom were Horley residents.

3. SCC Relocation from Kingston to Reigate

KH advised that SCC was on track to move its operations from Kingston to Reigate after purchasing the former Canon site (off Cockshot Hill) to use as a civic hub by councillors and employees. The site would provide around 480 parking spaces and other transport links to the site were also being considered. Their new headquarters were expected to be fully operational early in the new year.

4. SCC Tree Planting Scheme

It was noted that a widespread response on suggestions for tree planting to line roads and highways around Horley had been received by HTC from residents along with ideas put forward by Town Councillors and members of the Horley Open Spaces Committee. A shortlist would be considered at the next Full Council meeting and the final list would be forwarded on to the senior SCC Tree Officer for consideration by the County Council. A further update would be provided in due course.

5. Horley Family Centre

MG asked for an update on the Horley Family Centre in Albert Road and potential transfer of service provision by the YMCA. KH advised that the Family Centre could only provide limited services and activities due to the Covid-19 pandemic. However, no firm proposals had been made to its current structure in providing support for children under 11 years and their families and their occupation of the building remained at a peppercorn rent with SCC. It was expected that the matter would be re-evaluated at a later date along with new projects and additional levels of support would also be considered.

6. Horley Town Centre Improvement Projects (RBBC 'Delivering Change' scheme):

GK gave an update on RBBC's refurbishment programme with the four key projects outlined to:

- redevelop the High Street car park to provide new homes;
- make public space improvements to the High Street;
- refurbish the subway between the High Street and Station Approach; and
- install pay-on-exit car parking at the Victoria Road and Central car parks.

GK advised that the projects would be headed up by RBBC Portfolio Holders, Cllr Richard Biggs and Cllr Eddy Humphreys. It was expected that the improvement works would bring a range of benefits to the town centre by providing more affordable homes, revitalising the town through contemporary urban planning and shaping future economic growth. RBBC Project Managers were keen to engage with HTC and share their vision on implementation of the projects as plans move forward. He would ensure that this would be put in place so that HTC would have ample opportunity to make comment and have proper input.

Action: GK

***Supplementary Note:** RBBC's lead Project Managers on the Horley refurbishment projects had subsequently contacted HTC with a view to setting up focus group meetings as plans evolved along with fuller briefings for all Councillors so that regular updates could be provided along with the programme timetables.*

7. Highways Matters

That following highways issues in Horley were discussed:

Petition for controlled parking along Oakwood Road – may present difficulties during school opening times but would need to be considered by the Reigate & Banstead Local Committee.

Pavement defects, Consort Way (outside Post Office) – should be referred to the managing agents to take up with the owner of building.

Action: HTC

8. 'Café in the Park' Project, Horley Recreation Ground

JW explained that the Café Pavilion construction had been subjected to further delays on the delivery and installation of the fire curtain which had been identified by the Building Control Inspector as a necessary requirement. However, once in place, it was expected that the building would be signed off in

its entirely and Practical Completion would follow imminently. In the meantime, the operators were finishing off their internal fit out of the building and it looked very impressive with a tasteful interior design and an extensive range of high quality commercial cooking equipment. The building and perimeter were fully protected with surveillance cameras but these could only be reviewed at the site until the WiFi connection by BT Openreach had been completed. It was hoped that the official opening of the Café could go ahead early in the New Year, subject to Government guidelines and restrictions to control the transmission of Covid-19. Further updates would be provided by HTC through their normal online and social media channels.

9. Horley Resident Forum

It was agreed that KH will chair the panel for the first virtual *Horley Resident Forum* session. She will explain the format of proceedings at the start of the meeting, including the 'mute/unmute' and 'wave' functions to be used by residents to direct questions to the panel. It was noted that the meeting must be well controlled and the Chair will reserve the right to stop the meeting if deemed necessary. The following list of meeting protocols were also agreed:

- Full details to be clearly displayed on the *Horley Resident Forum* notice and this will be well publicised in advance of the meeting.
- Residents to be asked to submit their question or topic for discussion to HTC in advance and HTC to forward on the details to relevant portfolio holder to prepare their response, as appropriate.
- A brief agenda and previous notes to be circulated beforehand.
- Meetings to be arranged on Zoom and residents to be provided with a link for the meeting, on request.
- Residents to remain silent until invited to speak by the Chair and then asked if they are representing themselves or a group.
- Residents to be limited to speak for a maximum of 3 minutes with one speaker appointed to represent a group.
- A meeting facilitator will be present to liaise with the Chair/Panel Members throughout the meeting.
- The first session will be arranged in January with a confirmed date to be agreed at the next joint councillor meeting and then the details published through normal online and social media channels.

10. Any other business

Remembrance Services (2020)

DP explained the scaled back arrangements for this year's Remembrance Services through the Horley branch of the Royal British Legion (RBL). He advised that regrettably RBL would not be able to hold their Remembrance Parade through Horley or the usual Remembrance Sunday Service in the Memorial Gardens due to the Coronavirus pandemic. HTC had respectfully asked residents to avoid visiting the Memorial Gardens at 11.00 am on Remembrance Sunday to avoid the potential of large groups gathering but could visit at other times during the Remembrance period to pay their respects. The Poppy Appeal could also still be supported through the RBL website.

HTC Town Councillor Vacancies – Horley South Ward:

JW advised that at the Full Council meeting of HTC on 27 October 2020, Hannah Avery and Jordan Beech were elected to be co-opted to the Council to represent the Horley South ward. The voting process had been carried out appropriately during the virtual meeting, through two separate online polls on Zoom, and both members had since signed their Acceptance of Office and declarations. The Returning Officer had also been duly informed. Both Councillors were settling very well into their new roles of public office.

11. Date of next meeting: (to be advised).

RBBC/SCC/HTC Joint Meeting / JW

Horley Town Council

Schedule of Meetings until 11 May 2021

**Due to the Coronavirus outbreak essential Town Council Meetings are being held virtually.
The Following Meetings are scheduled until 11 May 2021:**

- 27 October – Full Council**
- 3 November – Spare**
- 10 November – Planning Committee**
- 17 November – Leisure Committee**
- 24 November – Finance Committee**
- 1 December – Spare**
- 8 December – Planning Committee**
- 15 December – Full Council (Precept Setting)**
- 22 December – Spare**
- 29 December – Spare**
- 5 January 2021 – Spare**
- 12 January – Planning Committee**
- 19 January – Leisure Committee**
- 26 January – Spare**
- 2 February – Finance Committee**
- 9 February – Spare**
- 16 February – Planning Committee**
- 23 February – Spare**
- 2 March – Full Council**
- 9 March – Spare**
- 16 March – Planning Committee**
- 23 March – Leisure Committee**
- 30 March – Finance Committee**
- 6 April – Spare**
- 13 April – Spare**
- 20 April – Planning Committee**
- 27 April – Spare**
- 4 May – Spare**
- 11 May – Annual Meeting**

All papers will be published on our website and social media channels as normal.

Members of the public may join the meeting remotely by requesting a Zoom link
(by email to: town.clerk@horleytown.com) no later than one hour before the start of the meeting.
Virtual Council Meetings may be recorded for monitoring purposes. Town Clerk, 27 October 2020



Horley Town Council Investment Strategy and Policy

INTRODUCTION

- 1.1 This policy sets out the treasury management procedures for the monitoring of the cash flow and banking arrangements of Horley Town Council.
- 1.2 Authority reference is to the Council's Financial Regulations.
- 1.3 The Local Government Act 2003 Section 12 provides the power to invest:
 - (a) for any purpose relevant to its functions under any enactment or
 - (b) for the purpose of the prudent management of its financial affairs.

Section 15(1) of the Act requires a local authority to have regard:

- (a) to such guidance as the Secretary of State may issue, and
- (b) to such other guidance as the Secretary of State may by regulations specify for the purposes of this provision.

- 1.4 The Council acknowledges its duty of care to the community and the prudent investment of funds.

OBJECTIVES

- 2.1 The Council's priorities are, in the following ranking order:
 - The security of capital to minimise the risk of losses.
 - The liquidity of investments to meet the cash flow needs of the Council.
 - Maximising income within the framework of the national economic situation.
- 2.2 The Council will aim to achieve a high rate of return on investments commensurate with adequate safeguards of security and liquidity.
- 2.3 The Department for Communities and Local Government maintains the borrowing of money purely to invest or to lend and make a return is unlawful and the Council will not engage in such activity.
- 2.4 The Council will monitor the risk of loss on investments by review of credit ratings on a regular basis. The Council will only invest in institutions of high credit quality – based on information from credit rating agencies (as defined).

- 2.5 Investments will be spread over different providers where appropriate to minimise risk.

INVESTMENTS

Definition of an Investment

- 3.1 The definition of an investment covers all the financial assets of a local authority as well as other non-financial assets that the organisation holds primarily or partially to generate a profit, for example, investment property portfolios. This may therefore include investments that are not managed as part of normal treasury management processes or under treasury management delegations.

Investment Objectives

- 3.2 This Investment Strategy has the following objectives in priority order:
- Security – protecting the capital sum invested from loss
 - Liquidity – ensuring the funds invested are available for expenditure when needed
 - Yield – income return on the investment

Specified Investments

- 3.3 Specified investments are those offering high security and high liquidity, made in sterling and with a maturity of no more than a year. Such short-term investments made with the UK Government or a Local Authority (as defined) or a Town/Parish Council will automatically be Specified Investments.
- 3.4 The Council, for prudent management of its treasury balances may use - Treasury Deposits with UK clearing banks - Local Authorities or other Public Authorities approved public sector investment funds.
- 3.5 The choice of institution and length of deposit will be at the approval of the full Council.
- 3.6 The Council will aim to achieve the optimum return on its investments commensurate with the proper levels of security and liquidity.

Non-Specified Investments

- 3.7 A non-specified investment are non-financial assets that the organisation holds primarily or partially to generate a profit. Where a local authority holds a non-financial investment, it will normally be a physical asset that can be realised to recoup the capital invested.
- 3.8 These investments have greater potential risk – examples include investment in the money market, stocks and shares. Given the unpredictability and uncertainty surrounding such investments the Council will not use this type of investment.

Liquidity of Investments

- 3.9 The Council in consultation with the Responsible Financial Officer will determine the maximum periods for which funds may prudently be committed so as not to compromise liquidity.
- 3.10 Investments will be regarded as commencing on the date the commitment to invest is entered into rather than the date on which the funds are paid over to the counterparty.

Long Term Investments

- 3.11 Long Term Investments are defined in the Guidance is greater than 36 months.
- 3.12 The Council does not currently hold any funds in long term investments.

REPORTING

- 4.1 The management of this policy will be by the Clerk / RFO and reported regularly to Full Council of the Finance and General Purposes meeting.

CAPACITY, SKILLS AND CULTURE

- 5.1 The Council is committed to continuous professional development and supports its Clerk/RFO and staff training and development through attendance at the SSALC Legal and Finance Day and any other relevant training to keep up to date with corporate governance.

REVIEW

- 6.1 This policy will be reviewed by the Council on an annual basis prior to the start of the new financial year. Any variation to the policy will be submitted to the Council for approval.

PUBLICATION

- 7.1 A copy of this policy will be made available on the Council's website.

October 2020.
Policy Review Date: October 2021.

Together we can

Fund Holder Quarterly Statement

Report for the Period: 01 April 2020 to 30 September 2020

Horley Edmonds Endowment Fund			
Market Value of Fund at 31 March 2020			£110,473.18
	Credits	Debits	
TOTAL	£0.00	£0.00	
Total Fund at 30 September 2020			£110,473.18

Please note: Endowment valuations are updated annually on the 31st March

Grants Income & Expenditure			
Opening Balance at 01 April 2020			£4,723.65
	Receipts	Payments	
Dividend Receipts and cash distributions from Endowment Funds	£2,313.65		
Contribution to Community Foundation		£867.62	
Grant Payments		£1,500.00	
TOTAL	£2,313.65	£2,367.62	
Balance available for grant making at 30 September 2020			£4,669.68

Statement of Grants Given

01 April 2020 to 30 September 2020

Date	Applicant	Amount	Note
04/09/2020	YMCA East Surrey	£1,500.00	Funding to increase the hours of a Family Support Worker and the Information & Advice Receptionist to support vulnerable families in Horley

1 grant given to the value of £1,500.00

Carol Fenton

From: Mike George
Sent: 25 September 2020 12:16
To: Town Clerk
Subject: Partnership Meeting Notes

This message originated from within Horley Town Council.

Hi Joan

A few notes from this mornings meetings.

- 1] Rod Ashford gave an update on the borough's activities including meetings with SCC to plan for a possible 2nd spike or local lockdowns.
- 2] Martin gave an update on Level Up.
- 3] SCC very concerned about Horley & the impacts from job losses from Gatwick. We were asked if we knew anyone who has/or likely to lose their Gatwick jobs & be happy to talk to SCC. SCC considering what resources the town might need going forward.
- 4] Update given on the recent meetings with RBBC re the proposed commercial hub.
- 5] Regent House – the hairdresser is open & hopefully soon they will be able to re-start the Chiropodist. Plans under way to for CAB to return.
- 6] The family centre is currently supporting 10 families which is the maximum capacity.
- 7] YMCA detached workers are active in The Acres.



Suggestions from Horley Town Council for the Surrey County Council Tree Planting Initiative

The following suggestions for Tree Planting in Horley have been submitted to ourselves by Horley Residents and endorsed by members of Horley Town Council:

- i)** The grassed area between the boundary of the Church Road Allotments and Sangers Drive is ideal for planting, at present it houses a dead tree!
- ii)** Trees could be planted along the Eastern Side of Orchard Drive, going to The Acres, leaving in place the self-established oak and ash saplings if possible.
- iii)** The fence between Church Walk and the A23, trees or shrubs would act as a barrier between the houses and traffic noise.
- iv)** Following a suggestion from the Gatwick Greenspace Partnership, who have been working with the newly established Landen Park Estate Residents Association, fruit trees could be planted along the border between the Landen Park Village Green and the Westvale Park Development.
- v)** The provision of small fruit trees for the proposed community orchards in Horley. Suggested areas: Court Lodge Road opposite Care Home, Cheyne Walk large roundabout, The Coronet, Horley, the eastern end of Emlyn Meadows where trees could be planted on the boundary & close to the residential properties in that area.
- vi)** There's long green strip of grass on Chequers Drive in Horley that runs adjacent to the Brighton road. Horley Town Councillors see this as a good site with great potential. A number of trees are present across the site but there is plenty of space to add more.
- vii)** The entrance to Windmill Close near Langshott School.
- viii)** May I suggest replacing the oak trees which have been removed from the verges on the Balcombe Road near the roundabout leading to Victoria Road. Possibly something other than oak trees to be considered.
- ix)** The green area near the junction of The Drive and Russells Crescent, opposite the little pocket garden (Q Garden) which is on the slope below the station. This is a smallish site with some trees present & very close to residential properties, however the site could accept a small number of new trees of a suitable species.
- x)** Replacement trees are desperately needed - as many as possible. My preference would be two on the verge at the junction of Horley Row and Benhams Drive (by the letter box).

Carol Fenton, Head of Leisure at Horley Town Council, 17 November 2020