

**PRINCES RISBOROUGH TOWN COUNCIL**

**A MEETING OF THE MAINTENANCE COMMITTEE WILL BE HELD ON  
TUESDAY 31<sup>ST</sup> MAY 2011 AT 7.00pm  
IN THE MEETING ROOM, 1<sup>ST</sup> FLOOR TOWER COURT, HORNS LANE,  
PRINCES RISBOROUGH**

**AGENDA**

Public Forum – The first ten minutes are available for the public to express a view or ask a question on relevant matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

1. Welcome and Apologies for Absence.
  - a) Election of Chairman
  - b) Election of Vice-Chairman
2. Acceptance of Minutes of Previous Meetings of the 1<sup>st</sup> February 2011 and 19<sup>th</sup> April 2011.
3. Declarations of Interest  
Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.
4. To discuss and decide the responses to correspondence received at the Town Council concerning Maintenance.
5. Invoices for confirmation.
6. Tenders for Consideration.
7. To discuss and form a recommendation for the full Town Council to decide the remit for the Maintenance Committee.
8. To discuss and decide on the plans for extending the Market House War Memorial.
9. Agenda Items for Next Meeting.
8. Date of Next Meeting.

**Susanne Griffiths  
Clerk to the Town Council  
25<sup>th</sup> May 2011**