

**PRINCES RISBOROUGH TOWN COUNCIL**

**A MEETING OF THE MAINTENANCE COMMITTEE WILL BE HELD ON  
TUESDAY 19<sup>th</sup> OCTOBER 2010 AT 7.00pm  
IN THE MEETING ROOM, 1<sup>ST</sup> FLOOR TOWER COURT, HORNS LANE,  
PRINCES RISBOROUGH  
AND YOU ARE SUMMONED TO ATTEND**

**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.
2. Acceptance of Minutes of Previous Meeting of the 24<sup>th</sup> August 2010
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. To prepare the estimated budget for the Maintenance Committee for 2011/2012
7. Agenda Items for Next Meeting.
8. Date of Next Meeting.

**Susanne Griffiths  
Clerk to the Town Council  
13<sup>th</sup> October 2010**