

PRINCES RISBOROUGH TOWN COUNCIL

**A MEETING OF THE PARKS/GARDEN COMMITTEE WILL BE HELD ON
TUESDAY 24th MAY 2011 AT 7.00PM
IN THE MEETING ROOM, 1ST 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 Meeting on the 8th February 2011 and 5th 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 Parks/Garden.
5. Invoices for confirmation.
6. Tenders for Consideration.
 - a) correct the level of the ground for the gates to the Memorial Garden
7. Parks/Garden Report, including the Monthly Risk Assessment Report.
8. To discuss and form a recommendation for the full Town Council to decide the remit for the Parks/Garden Committee
9. To consider a design brief for progressing the plans for a permanent building to house a toilet facilities as per planning permission. (J Coombs).
10. To decide on a date for a meeting with the Risborough Countryside Group.
11. Agenda Items for Next Meeting.
12. Date of Next Meeting.

**Susanne Griffiths
Clerk to the Town Council
18th May 2011**