

**MAINTENANCE TEAM
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE MAINTENANCE TEAM
COMMITTEE HELD ON TUESDAY 19th APRIL 2011 AT 7.00PM
IN TOWER COURT, HORNS LANE, PRINCES RISBOROUGH**

PRESENT

Chairman Cllr J Coombs
Cllrs A Turner, R Orsler, E Clifford, LA Benifer and P Williams
K Pope – Town Clerk.

1. APOLOGIES FOR ABSENCE

No apologies were received

2. MINUTES

The minutes of the previous meeting, having been previously circulated, were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members were asked to declare any personal interest and the nature of that interest in which they may have in any of the items under.
None were declared.

4. CORRESPONDENCE

None received

5. INVOICES FOR CONFIRMATION

Payment was **agreed** for the following invoices:-

MT Loos Ltd - Hire of toilet	£92.00 + VAT £18.40	£110.40
Briants of Risborough Ltd	£13.60 + VAT £2.72	£16.32
Logo-Co - Uniform	£77.65 + VAT £15.53	£93.18
Network Leasing	£337.32 + VAT £67.47	£404.79
3 Business Services	£45.96 + VAT £9.25	£55.21
Grundon Waste	£59.05 + VAT £11.81	£70.86

6. TENDERS FOR CONSIDERATION

Cllr Coombs advised the committee that he had obtained three quotes for the bedding plants required for the town planting programme. Based upon the plants required and availability, it was proposed that supplier number one should be used. **All present agreed.**

7. AGENDA ITEMS FOR NEXT MEETING.

To be advised

8. TO PASS A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION (12) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.

- a) To discuss and decide on a recommendation to the Town Council a tender for the maintenance contract for Lacey Green Parish Council.
 - b) To discuss and decide on the revised quotation from Window Flowers
- All present agreed.**

9. NEXT MEETING

The date of the next meeting of the Committee is to be advised and will be held in Tower Court, Horns Lane, Princes Risborough.

There being no further business the meeting closed at 7.15pm

Chairman.....

Date

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