

Dear Member

You are hereby summoned to attend a meeting of the Environment & Property Committee which will be held in the Council Chambers, Town Council Offices, Buckingham on **Monday 20th December 2004 at following the Finance and Administration Committee Meeting.**

The public are invited to attend

Signed Mrs P. J. Heath
Town Clerk

There will be a public session of no more than 15 minutes held at the start of the meeting

AGENDA

1. To receive apologies for absence
2. Declaration of interest for items on the agenda
3. To receive the minutes of the last meeting held on 8th November 2004
4. To receive Action reports and Updates
 - 4.1 59.2 Cost of Cast Iron Bollards
 - 4.2 60/2004 update from the Play and Leisure Plan Group
 - 4.3 63/2004 to receive a written report from Cllr Isham
 - 4.4 66/2004 to report the meeting arranged for 6th January 2005
 - 4.5 59.3/2004 to receive details of the winter maintenance of the roundabouts
 - 4.6 919.4 to agree purchase of bulbs –Tesco Community Vouchers
 - 4.7 51/2004 Dark Alley to report the lack of documentary response
 - 4.8 59.1 Moving of the seat by Community Centre
 - 4.9 To receive update on Verney Close
5. To Receive a report, if required, on Cemetery Lodge refurbishment
6. To discuss arrangements and set up of working group to negotiate a lease with Chandos Park Bowls Club
7. 44/2004 To receive and discuss the insurance letter re boundary wall Hill House; £2700 in 2005/6 budget
8. To receive details of AVDC costing re administration, monitoring and maintenance of the Cemetery
9. To discuss comments made at Council meeting on 6/12/04 concerning AVDC Invoice for s136 agreements
10. To discuss and agree system for allocating additional work for the Council's Caretaker.
11. To discuss request for salt bin for Meadway
12. To discuss the Extension to Town Council's Offices (please note some of this items discussion may be held under 1(2) Public Bodies(Admission to Meetings)Act 1960)
13. To review current budget and discuss 2005/2006 budget
14. Chairman's Items for Information

To Councillors

P. Collins
Mrs P. Desorgher
D.R. Isham
G. Loftus
H. Mordue (Chairman)
Ms. R. Newell
Mrs H. Saul
Mrs C. Strain-Clark
R. Stuchbury (Mayor)

Members are reminded that they must declare a prejudicial or personal interest as soon as it becomes apparent in the course of the meeting.