

HUGHENDEN PARISH COUNCIL – FINANCE & ADMINISTRATION COMMITTEE

Meeting of the Finance & Administration Committee to be held in the Council Offices
on Tuesday 27th January 2009 at 8pm

Committee Membership:-

Cllr M E Ewart (Chairman)	Cllr A M Konieczny
Cllr A M Andrew	Cllr N J Morris
Cllr D L Davies	Cllr L O'Malley
Cllr J A Gibbs	Cllr J E Rogers
Cllr R F Gould	Cllr L J Smith
Cllr D G Jarman	Cllr J A Whitehouse

To: Councillors,

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS FOLLOWS.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

During the meeting it may become necessary for the public and press to be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be transacted.

AGENDA

1. **Apologies for Absence.**
2. **Declarations of Interest in Items on the Agenda.**
3. **Minutes of the previous meeting held on Tuesday 28th October & 25th November 2008.**
4. **Matters Arising.**
5. **Requests for loans/grants.**
 - a) Great Kingshill Village Hall – request grant for window replacements.
6. **Review of quarterly figures to 31st December 2008.** (Papers attached)
7. **Correspondence.**

None received.
8. **Other Matters.**
 - a) Consideration of risk assessment documents. (Papers provided)
 - b) Consideration of maintenance works required to lighting columns at Widmer End.
 - c) Update on costs/grant for notice boards at Cockshoot Wood and Vincent's meadow.
 - d) Update on memory upgrade for office computers.
 - e) Update on website provision.
9. **Items for Action Plan.**

No items outstanding.
10. **Urgent Matters by permission of the Chairman.**
11. **Date of the Next Meeting.**

The next meeting is scheduled for Tuesday 28th April 2009.



Mrs L M Turner
Clerk of the Council
21st January 2009