

BUILDING & ESTATES COMMITTEE

The next meeting of the Building & Estates Committee will be held in the Bosham Room, on

Tuesday 13 January 2009 at 4.00 pm

A G E N D A

1. Mr Robin Macmillan

Sadly, as Members of the Committee will be aware, Robin lost his battle against cancer shortly before Christmas. The Committee is asked to stand in silence for a few moments in memory of Robin and as a mark of respect.

2. Apologies for Absence

3. Declarations of Interest

4. Minutes

- a) To confirm the minutes of the Meeting of the Committee held on Tuesday 10 December 2008. (White)
- b) A schedule of progress of action agreed at the last meeting of the Committee is attached for information. (Blue)
- c) Other matters arising.

5. Date of next Meeting

Thursday, 5 February 2009, 4.00 pm, The Cathedral Room.

6. Any Other Business

To consider any other items of business which have been notified to the Clerk to the Governing Body in advance of the meeting.

7. Confidential Items

Confidential items are included under Part II of the Agenda.

Members are reminded that they have a personal responsibility to declare any interests they may have in items under discussion and to withdraw from the meeting during such discussions. To enable business to be conducted expeditiously it will be assumed that Members have read all papers presented with the Agenda. To further this aim Members are encouraged to seek clarification or additional information where necessary via the Clerk in advance of the Meeting.