

**Minutes of an Extraordinary Meeting of Little Chalfont Parish Council  
Held on Tuesday 24 June 2008 in the Village Hall**

**Present:** Cllr M Dale, Cllr B Drew, Cllr C Gibbs, Cllr C Ingham (until item 5), Cllr G Smith, Cllr A Tate and Cllr F Wilkinson (Chairman).

**In Attendance:** Mrs J Mason, Clerk

1. **Apologies for absence:** These were received from Cllr D Marshall
2. **Resolution that** consideration of the minutes of the meeting held on 10 June be deferred until the next meeting: This was agreed
3. **Declarations of interest:** There were none from Councillors. However, the Clerk reported that one of those quoting (Adams) had been recommended by an acquaintance and had also been recommended to the Assistant Clerk.
4. **To consider a resolution that** in view of the confidential nature of the business to be transacted, it is advisable, in the public interest, that the public and press be excluded from the remainder of the meeting and be instructed to withdraw: There were no members of the public in attendance.
5. **Quotes received for the refurbishment of the village hall:** The Council considered the paper circulated by the Clerk on 23 June summarising the quotes received and itemising additional work and expenditure. It was agreed that the quote received from AL Adams and Sons be accepted and the Clerk was asked to confirm this with Mr Adams. The additional items listed were also agreed ie curtains, fridge, electrical work and a contingency of £1000. Arising from recommendations made by the Village Hall Management Society the Clerk would also price the following: purchase and fitting of automatic fill hot water urn for drinks; replacement chairs and tables and a sink arrangement that would allow the stacking of dishes etc to be washed. An estimate would also be sought for improved lighting and a suspended ceiling.
6. **Date of next meeting:** Tuesday 15 July 2008

Signed.....

Date.....