

**FINANCE AND ADMINISTRATION COMMITTEE
NOTICE OF MEETING AND AGENDA**

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE
AND ADMINISTRATION COMMITTEE WHICH WILL TAKE PLACE ON
TUESDAY 4TH SEPTEMBER 2018 AT 19.00 HOURS.**

YOUR ATTENDANCE IS REQUESTED

The Business to be Transacted is as follows:

1. Apologies
2. To consider the Minutes of the meeting
5 June 2018
3. Correspondence Received
4. Matters to be Resolved:
 - Approve BACS Hedge End Town Council Expenditure for June/July/August 2018
 - Consider and Approve quotations for roof renovation works to HEYCA (*Documents to be circulated*)
 - Consider and Approve terms for the proposed Deed of Dedication at Woodhouse Lane, Botley
5. To update on other HEYCA refurbishment developments
6. To update on the Community Governance Review