

BRIGHTON HOVE & SUSSEX SIXTH FORM COLLEGE

**MEETING OF THE PREMISES GROUP TO BE HELD ON
FRIDAY 21 OCTOBER 2005 at 12 P.M. IN THE PRINCIPAL'S OFFICE**

Agenda	Action	Page Number
1. Apologies and Welcomes Apologies – Chris Thomson Louise Pennington		
2. Minutes of the Meeting Held on 30 June 2005		1
3. Matters Arising	Note	
4. Terms of Reference	Discussion and Approve	2
5. Cost Reports	Discussion and Approve	3
6. Any Other Business		
7. Date of Next Meeting – to be agreed		

Louise Pennington
Clerk to the Corporation

Members:
Peter Freeman (Chairman)
Howard Kidd
Chris Thomson
Chris Wellings

In Attendance:
Maria Bailey
Anne Fielding Smith
Jutta Knapp,
Louise Pennington
Richard Foster – Quality Surveyor
Durand Azariah – Project Manager

Copies to:
OLC
Staff Room
File