The Committee will meet on Tuesday 29 January at 4pm in Committee Room 2A.

1. MINUTES OF THE LAST MEETING

2. MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING
   If members have points to raise from the minutes of the last meeting it would be useful if they could notify the Clerk or write to the Chairman.

3. PALACE OF WESTMINSTER RESTORATION AND RENEWAL
   A memorandum by the Director of Facilities (H/12-13/16) RESERVED.

4. UPDATE FROM THE REFRESHMENT COMMITTEE
   A memorandum by the Chairman of Committee (H/12-13/17) RESERVED. This paper will be circulated separately.

5. ANY OTHER BUSINESS
   If members have any other business to raise it would be useful if they could notify the Clerk or write to the Chairman.