

MINUTES OF MEETING

Meeting Number 1

CLG	Kedron Community Liaison Group				
Location:	Kedron Parish Hall	Date:	30 Aug. '08	Time:	10am

Chaired By: Pauline Bourke	Minuted by: Julie Fletcher	Distribution Date: 3 Sept. 08
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Attendees: Elizabeth Rowland, Peta Krahn, Sean Launchbury, Raymond Edwards, Rev. Sandra Kjellgren, Elkse Shaw, Derek Matthews
Bruce Hateley (TJH), Charles MacDonald (BrisConnections), Julie Fletcher (TJH), Louise Litchfield (CNI)
Apologies: Anastasia Dick
Not Present:

Distribution (Method e.g. email): Email
Attendees and apologies plus: Sharon Tang (TJH), Jenny Pattison (TJH)

Item	Action
1.0	<p>General overview provided by PB about the other CLGs.</p> <p>Members of the CLG introduced themselves to the meeting.</p> <p>CMcD explained the difference between CNI, BrisConnections and TJH.</p> <p>Tunnelling representative and other staff may attend meetings in the future.</p> <p>Members were asked to review their contact details to ensure they remain up-to-date. Contact details will be circulated to group next week.</p> <p>Letter of endorsement is being sought from those who represent an existing community group. Sharon Tang to check if there are any outstanding letters that are required from this group.</p> <p>At least four people must be present for the meeting to proceed.</p> <p>PB to send out minutes and be the main point of contact for the group.</p>
2.0	<p><i>Terms of Reference</i></p> <p>Updated Terms of Reference were tabled at the meeting.</p> <p>General overview of the TOR was provided.</p> <p>Meetings will be conducted 6.30-8.30pm on the second Wednesday each month at the current location.</p> <p>No proxies allowed.</p> <p>Members of the CLG signed the TOR; a copy of the signed document will be provided to the members at the next meeting.</p>
3.0	<p>Confidentiality Agreement was signed by members of the group.</p> <p>Another version of the Code of Conduct will be circulated and members will be asked to bring a signed version to the next meeting.</p>
4.0	<p>Group drove along the alignment up to Norman Avenue and returned to the Visitor Information Centre</p>

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	for a general project update.
5.0	Area Manager BH provided an update for what work is programmed in the coming months.
6.0	<p>Ideas for next meeting's agenda</p> <ul style="list-style-type: none"> ➤ More details or presentation about the VSO (summary of air quality details, monitoring). Provide web addresses for other sites and web link to the Airport Link chapters that relate to air quality. ➤ BCC-related issues ➤ Information about the Airport Link Operations Centre ➤ Project update ➤ Landscaping/urban design ➤ Cyclist and pedestrian linkages
	Next meeting: Wednesday 8 October at 6.30pm

Next Meeting:

Location: To be confirmed on agenda Date: 8 October Time: 6.30pm