



Western Australia

Agenda of the Bridge Opening Committee Meeting
To be held in the Council Chambers
On 1st April 2016, commencing at 8:00am

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3. STANDING ORDERS

Committee Decision:		
Moved: Councillor	Seconded:	
That the following Local Law-Standing Orders 2001 be stood down:		
8.2 Limitation on the number of speeches		
8.3 Duration of speeches		
Carried	For:	Against:

4. CONFIRMATION OF MINUTES

4.1 Bridge Opening Committee Meeting 11 March 2016

Background:

Minutes of the meeting of the Bridge Opening Committee have previously been circulated to all Committee Members.

Recommendation:

That the minutes of the Bridge Opening Committee meeting held on 11th March 2016 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Minutes of the Bridge Opening Committee meeting held on the 11th March 2016 be confirmed as an accurate record of proceedings.		
Carried/Lost	For:	Against:

5. DISCLOSURE OF INTERESTS

6. PRESENTATIONS

Chris Paterson has forwarded the revised sketches by email – attached to Agenda

Action Items:

Action Item	Responsible Person	Status
Revised Sketch	CP	V2 by email 30/03/2016
Budget	CP/DD	TBA
Send old photos to CP	EF-T	Complete
Take photos of site with drone	RF-T	Complete
Look through station diaries for original opening date	EF-T	Complete - 1 May 1930

7. BRIDGE OPENING COMMITTEE BUSINESS

Catering

Notes 11/03/2016

150-200 people

Long table lunch – ploughman style main course with mixed tartlets/cakes for desert; platters to be delivered to each table;

External caterers;

Alcohol (beer & wine) to be available in big ice-chests behind each table. Caterers to have RSA;

VIP/Council name tags on tables – reserve the middle tables for VIPs/Council and then everyone else can arrange themselves;

Marquees to be hired and set up in case of inclement or hot weather;

Tables/chairs/ice chests etc to be hired;

Bridge to be closed and traffic diverted over low level crossing;

Notes 1/04/2016

Photos

Notes 11/03/2016

Professional photographer;

Line up vehicles with MU plates in sequence under the bridge for photos

Notes 1/04/2016

Invitations

Notes 11/03/2016

Present and past residents;

Neighbouring Shires – President & CEO;

MWDC – Chair, CEO and Steve Douglas;

Ex CEO's;

A representative from Bocol and Main Roads;

Brian & Mary Wake;

Need strict RSVP numbers

Notes 1/04/2016

Other

Notes 11/03/2016

Portaloos,
 Security (is it needed?),
 Bar licence,
 Rubbish control

The Committee also discussed delaying the opening as there was concern that there was too much to organise in too short a time

Committee Decision:		
Moved: Councillor Emma Foulkes-Taylor	Seconded: Jo Squires	
That the date for the Opening of the Ballinyoo Bridge be moved from May to September 10 2016.		
Carried	For: 6	Against: 0

Action Items:

Action Item	Responsible Person	Status
Research catering companies	EF-T	
All members to send invite lists to DD prior to next meeting	All	EF-T has sent spreadsheet with suggested invitees
Take changed opening date to Council in April	DD	April meeting
Security/liquor licence		

Notes 1/04/2016

8. NEXT MEETING

9. MEETING CLOSURE
