

**MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA AT 2.30PM ON TUESDAY 4 NOVEMBER 2008**

**PRESENT**

Mayor R D Keating, Councillors N T Atkinson, D L Ayers, R R Blair, R J Brine, N D Cruickshank, P G Farrant, K Felstead, D B Gordon and S L Stewart (to 4.32pm).

**IN ATTENDANCE**

Messrs J Palmer (Chief Executive Officer) and K A Lamb (Administration Manager).

For part of meeting – C Sargison (Manager Community and Recreation), J Millward (Manager Finance and Business Support), G Cleary (Manager Utilities and Roothing), R Christie (Communications Advisor), R Wedge (Parks and Recreation Manager), G Boot (Utilities Manager), G Chapman (Sewer Asset Manager) and Mrs K Waghorn (Solid Waste Asset Manager).

**1. APOLOGIES**

An apology was received and sustained from Cr E H B Cole.

**2. CONFLICTS OF INTEREST**

A conflict of interest was received from Cr Felstead for item 8.3 Request to change classification of part Millton Memorial Reserve, as he was involved with the resource consent process.

**3. CONFIRMATION OF MINUTES**

**3.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday 7 October 2008**

Moved Mayor Keating seconded Councillor Atkinson

**THAT** the Council:

- (a) **Confirms** as a true and correct record the minutes of a meeting of the Waimakariri District Council held on Tuesday 7 October 2008, subject to the following changes:

Item 7.2 Reappointment of Director for Waimakariri Irrigation Ltd moved by Cr Felstead and seconded by Cr Gordon.

In attendance show Mr S Markham (Acting Chief Executive Officer).

**CARRIED**

**4. MATTERS ARISING FROM THE MINUTES**

Nil

**5. PRESENTATION**

**5.1 Snapthat – Madeleine Burdon**

SNAPTHAT is the name of a trial project about "**Youth recreation and participation in decision-making**" undertaken in late 2007. The participants had a disposable camera to photograph and caption what they did and didn't like about their communities - the PowerPoint presentation is the result. The young people involved wanted to have

discussions with the decision-makers in the District, and share what they photographed with their peers.

Shelley Robinson -Youth Worker (Oxford Community Trust/Waimakariri Community Development Trust) introduced the panel and outlined the project.

Chris Willocks, Breeanna Clearwater and Jesse Sparks outlined how things could be improved in Rangiora and Waikuku.

Georgia Lawson and Georgia Stout outlined how a youth programme is working successfully in Oxford.

In summary, Chris asked the Council to look at youth recreation planning, a partnership with youth on youth issues and youth development in the district.

Mayor Keating congratulated the speakers for their presentation.

In reply to a question from Cr Gordon, Chris advised he had attended a Youth Forum in Christchurch with representatives from youth around New Zealand. A Youth Council is a brilliant idea and would be the next step.

In reply to question from Cr Ayers, Georgia advised that the youth centre at Oxford was used by 30-40 young people. The connection to youth in the community is by asking the youth in the area their views. Georgia and Georgia are part of the Oxford Youth Council and any issues are brought through that forum. The Youth Council has been set up by the Shelley. Chris noted that until the web site is set up in Rangiora, the communication is by word of mouth.

In reply to a question from Mayor Keating, Chris advised that the Oxford model could be followed through the district.

Mr Palmer advised staff will report back to the Council on the matters raised today.

## 6. REPORTS

### 6.1 Kitty Waghorn (for Waste Management Plan Hearings Panel) : Draft Waste Management Plan Recommendations (SHW-13)

Mr Gary Boot and Mrs Kitty Waghorn presented the report.

In reply to a question from Cr Felstead, Mr Boot advised that the Oxford Ward Advisory Board saw a number of improvements which could be made at the Oxford Transfer Station.

Moved Councillor Brine seconded Councillor Atkinson

**THAT** the Council:

- (a) **Receives** report N° 081020034050.
- (b) **Adopts** the amended Action Plans, Strategies and Implementation Plans in 081022034386 (*Attachment i*) as the basis for inclusion in the 2009-19 LTCCP.
- (c) **Notes** that the text of the draft Waste Management Plan will be amended in relation to recommendation (b) and the finalised draft version of the Waste Management Plan will be presented to the Utilities & Roading Committee for approval at their December meeting.
- (d) **Notes** that the Waste Management Plan will remain in draft form until the 2009-19 LTCCP has been consulted on and will be finalised along with that plan in June 2009.

- (e) **Notes** that now the Waste Minimisation Act has been passed, and includes a landfill levy of \$10/tonne (excluding GST) that will apply on all residual waste sent to landfill as from 1 July 2009, which will impact on residual waste disposal costs and that the impacts of this will be factored into the draft 2009-19 LTCCP.
- (f) **Notes** that 50% of the levy funds are intended to be allocated to Territorial Local Authorities on a per-capita basis and that these funds must be used towards implementing the Action Plans in the Council's Waste Management Plan.
- (g) **Notes** that 50% of the levy funds will be contestable and the Council could apply for this contestable funding to assist with major projects.
- (h) **Notes** that staff will include budget provisions for the implementation plans and the cost and funding implications of the landfill levy in the 2009-19 LTCCP budgets.
- (i) **Notes** that the basis of consultation was that Option 2 was cost-neutral and this will be reviewed and confirmed for the 2009-19 LTCCP.

**CARRIED**

Cr Brine noted there were 2000 submissions from a good proportion of the district. The panel tried to satisfy all the submitters and it is very much an 'around the edge approach' which is not sustainable. However, it is an important step to introduce one wheellie bin for recycling. There will be a cost for the resource recovery centre and it is important to consider this in with the LTCCP.

Cr Cruickshank in supporting the motion noted the good feedback from members of the public who made submissions to the hearings panel. The result is in accord with the public.

Mayor Keating thanked the hearing panel and the staff for the process.

**6.2 George Chapman (Sewer Asset Manager) : Kaiapoi Sewer Pumpstation Optimisation Project (SEW-03-01-04)**

Messrs Gary Boot and George Chapman presented the report.

In reply to a question from Cr Atkinson, Mr Chapman advised there were no overflows to the Kaiapoi River in the recent storm events. One of the key components to the stations is that they have some oversized pumps which cause some operational problems.

In reply to a question from Cr Blair, Mr Chapman advised that this has been a long process since the commissioning of the Beach Road pumping station which diverted the flows from Chapman Place and Peraki Streets.

In reply to a question from Cr Brine, Mr Chapman advised the resale value of the pumps has not been factored in and something constructive will be done with the re-salvaged ones.

In reply to a question from Cr Felstead, Mr Boot advised that there will be no properties adversely affected from the change in priorities.

Moved Councillor Farrant seconded Councillor Brine

**THAT** the Council:

- (a) **Receives** report No. 081024034618.
- (b) **Approves** the expenditure of \$275,525 to upgrade pumps, electrical and associated works at Charles Street and Parnham Lane sewer pump stations

- (c) **Notes** that the budget for the Charles St and Parnham Lane pump station upgrades will be taken from the approved budget for the Peraki Street upgrade.
- (d) **Notes** that staff have reviewed the priority of works and consider that the Charles St and Parnham Lane pump station upgrades are of higher priority than the Peraki Street upgrade.
- (e) **Approves** the purchasing of the pumps and associated fittings to the value of \$110,000 plus GST directly from ITT Water and Wastewater.
- (f) **Notes** that there is only one price being sought for the pumps, works and electrical controls due to the specialised nature of these works
- (g) **Approves** engaging specialised Contractors to undertake the work on a time and expense basis. This is estimated to be between \$15,000 - \$20,000.
- (h) **Notes** that the recommended pump upgrades exceed the agreed level of service. The additional cost of this improvement is \$33,000 more expensive than the 5 year ARI option.
- (i) **Notes** that the Peraki Street pump and pipeline upgrades will be moved out into the LTCCP 2009/10 – 12 years.

**CARRIED**

Cr Farrant noted that this is an operational matter which the Council relies on the technical expertise of the staff.

### **6.3 Kevin Lamb (Administration Manager) : Meeting Schedule 2009 (GOV-01-11)**

Mr Palmer advised that it is recommended that a timetable also be developed for workshops and staff briefings. The options considered by the Management Team included briefings at 1 – 2pm prior to Council meetings; shifting the Council meeting to a 4pm start and the briefings at 2.30pm and thirdly specific days during the year for 4-6 workshops. The recommendation is to commence the workshops at 1pm prior to each Council meeting together with an additional two workshops on the fifth Tuesdays of July and October.

The motion was taken in two parts.

Moved Councillor Stewart seconded Councillor Mayor

**THAT** the Council

- (a) **Receives** report no. 080902027596
- (b) **Approves** the schedule of meetings for 2009 (document 080902027595), subject to confirmation by the Ward Advisory Boards.

**CARRIED**

- (c) **Approves** Council workshops or staff briefings on the first Tuesday of each month in 2009 (except January) from 1pm to 2pm and on 30 July and 29 October from 2.30pm to 5.30pm, subject to agendas being posted with the Council agenda.

**LOST**

A division was called and resulted:  
For Mayor Keating, Councillors Blair, Cruickshank, Felstead and Stewart.  
Against Councillors Atkinson, Ayers, Brine, Farrant and Gordon.

Cr Farrant in opposing the motion noted it is not a healthy move to have workshops at 1.00pm and the numbers of workshops held by the Council are excessive.

**6.4 Kevin Lamb (Administration Manager) : Representation Review for 2010 election (GOV-03)**

In reply to a question from Cr Gordon about the skills available in the Council to assist with the process, Mr Palmer advised that population and geographic representation skills are held in-house. In respect to the Local Electoral Act, the advice received from the sector will be available to the working party. The working party may wish to look at expert advice from the community at a later date.

Moved Councillor Atkinson seconded Councillor Felstead

**THAT** the Council

- (a) **Receives** report N° 080820025594.
- (b) **Approves** the following timetable for the representation review:
  - February – April 2009 – informal consultation – Kaiapoi Community Board, Ward Advisory Boards and other stakeholders
  - April – July – options developed and considered
  - 4 August 2009 Council determines proposed representation arrangements
  - 15 August 2009 Public notice of proposal and inviting submissions
  - 18 September 2009 Submissions close
  - 30 September / 1 October Council considers submissions
  - 24 October 2009 Council gives public notice of “final” proposal
  - 18 November 2009 Appeals and objections close
  - 18 December 2009 Any appeals and objections forwarded to Local Government Commission
- (c) **Establishes** a Representation Review Working Party and approves the terms of reference contained in document 080903027909.
- (d) **Appoints** Mayor Keating and Councillors Blair, Ayers, Gordon and Cole to the Representation Review Working Party.
- (e) **Circulates** the report to the Kaiapoi Community Board, Oxford/Eyre, Rangiora and Woodend/Ashley Ward Advisory Boards.

**CARRIED**

**6.5 Jim Palmer (Chief Executive Officer) : Canterbury Regional Transport Committee (EXT-01-08)**

Mr Palmer advised the report provides a summary of the new Canterbury Regional Transport Committee.

Moved Councillor Blair seconded Councillor Farrant

**THAT** the Council

- (a) **Receives** report N° 081020034094.
- (b) **Appoints** Cr Ayers to the Regional Land Transport Committee.

**CARRIED**

Cr Farrant noted it is a very significant and critical that the Council has representation on the committee.

**7. COMMITTEE/COMMUNITY/WARD ADVISORY BOARD/WORKING PARTY MINUTES**

**7.1 Minutes of a meeting of the Rangiora Ward Advisory Board held on Wednesday 8 October 2008**

Moved Councillor Atkinson seconded Councillor Stewart

**THAT** the information be received.

**CARRIED**

**7.2 Minutes of a meeting of the Kaiapoi Community Board held on Monday 20 October 2008**

Moved Councillor Atkinson seconded Councillor Stewart

**THAT** the information be received.

**CARRIED**

**7.3 Minutes of a meeting of the Oxford Eyre Ward Advisory Board held on Wednesday 15 October 2008**

Moved Councillor Atkinson seconded Councillor Stewart

**THAT** the information be received.

**CARRIED**

**7.4 Minutes of a meeting of the Community and Recreation Committee held on Tuesday 21 October 2008**

Moved Councillor Atkinson seconded Councillor Stewart

**THAT** the information be received.

**CARRIED**

**7.5 Minutes of a meeting of the Utilities and Roading Committee held on Tuesday 21 October 2008**

Moved Councillor Atkinson seconded Councillor Stewart

**THAT** the information be received.

**CARRIED**

## 8. MATTERS REFERRED FROM COMMITTEES/BOARDS/WORKING PARTIES

### 8.1 Jeff Millward (Manager Finance and Business Support) : Draft Revenue and Financing and Rating Policies to be used in the Draft LTCCP 2009-19

Mr Millward presented the report and noted the proposed retention of land value for rating purposes and to initiate a rating area for the Dudley Park Pool.

In reply to a question from Cr Brine, Mr Millward noted that the working party looked at a number of options for the Rangiora rating area for the pool. There has been no consultation with the public and this will be consulted as part of the LTCCP process. The discussion on setting a boundary was started by the working party. The five kilometre radius is an easy area for people to understand and by making it more complicated this may confuse the public. Mr Palmer noted that if the proposal had been for capital value rating there would have been separate consultation on this process, together with other proposals including the Rangiora rating area for the pool. It was felt by the working party the proposal could be covered by the LTCCP consultation process. Mr Millward advised that the benefit cost analysis showed that land value affected less people. Mr Palmer noted that unless there is a very strong commitment by the Council to change to capital value rating, the consultation should be by way of the LTCCP rather than separately, as the Audit Committee tended to favour retention of the land value system.

In reply to a question from Cr Ayers, Mr Millward advised the community services targeted and differential rating areas need to be broken out to show the four areas of targeted rates in the draft policies.

In reply to a question from Cr Gordon, Mr Millward advised the loan period for the Rangiora loan is based on 25 years and the amount will depend on fundraising by the Dudley Park Pool Committee.

In reply to a question from Cr Stewart, Mr Palmer advised that there needs to be an assumption in the LTCCP for the rating options to be considered by the Community Plan Committee and thereafter the Council. Mr Palmer advised the fundraising committee has not signalled when the Council will receive a copy of their fundraising plan.

Moved Councillor Stewart seconded Councillor Atkinson

**THAT** the Council:

- (a) **Includes** the Draft Revenue & Financing Policy and Draft Rating Policy into the Draft LTCCP 2009-19 and that these Policies are used as the underlying funding principles and basis of rating and preparation of the Draft LTCCP 2009-19.

The motion was then amended:

Moved Councillor Ayers seconded Councillor Brine

**THAT** the Council:

- (a) **Except** that the proposal for the targeted Dudley Park Pool rate be referred to the Rangiora, Oxford Eyre and Woodend Ashley Ward Advisory Boards for comment.

Cr Ayers noted the pool has district wide impacts and referred members to the delegations to the boards, which include the consideration of policy matters as they relate to the board area. The boards should be consulted on policy before the draft LTCCP is drafted. It has never been intended to extend the radius to include any of the Kaiapoi area and therefore the Kaiapoi Community Board has been left out of the amendment.

Cr Farrant in supporting the amendment noted that the three boards should be formally requested for their comments and input.

Cr Atkinson noted that the Kaiapoi Community Board has the right to comment on the matter and should be brought in on the process.

Cr Brine questioned if a radius is the correct and fair way of rating for the Dudley Pool. There are a number of ways of drawing boundaries and there should be more science put into the process. There are a number of communities of interest who will be using the pool within the district.

Cr Stewart left the meeting at this time.

Mayor Keating noted there was not a better method put forward during the working party discussions.

The amendment was then put:

- (a) **Except** that the proposal for the targeted Dudley Park Pool rate be referred to the Rangiora, Oxford Eyre and Woodend Ashley Ward Advisory Boards for comment.

**CARRIED**

The amendment then became the motion:

**THAT** the Council:

- (a) **Includes** the Draft Revenue & Financing Policy and Draft Rating Policy into the Draft LTCCP 2009-19 and that these Policies are used as the underlying funding principles and basis of rating and preparation of the Draft LTCCP 2009-19, except that the proposal for the targeted Dudley Park Pool rate be referred to the Rangiora, Oxford Eyre and Woodend Ashley Ward Advisory Boards for comment.

Cr Ayers in opposing the motion advised that the capital rating system is best for this district. Oxford and Hurunui Counties have had capital value, as did Kaiapoi Borough.

Cr Brine supported capital value rating and noted the Council had considered a staff recommendation to change to capital value rating some five years ago and the Council then declined to do so. In respect to the Dudley Pool, a circle is a line on a map and there will always be an issue of who is captured. The community of interest relates to the north of Rangiora and Clarkville/Mandeville areas.

Cr Farrant noted the radius option for the rating area is a start and other ideas may be suggested. Capital and land value rating are still unfair as they are a tax on property and not on people.

Cr Atkinson in opposing capital value rating noted 76% of properties would have an increase in rates if a change was made to capital value rating. One of the factors is the initial change and there are some huge changes for some properties, one of which would be paying an additional \$42,000. It is disappointing to note that only three of the boards are being consulted before the LTCCP process.

The motion was then put:

**THAT** the Council:

- (a) **Includes** the Draft Revenue & Financing Policy and Draft Rating Policy into the Draft LTCCP 2009-19 and that these Policies are used as the underlying funding principles and basis of rating and preparation of the Draft LTCCP 2009-19, except that the proposal for the targeted Dudley Park Pool rate be referred to the Rangiora Oxford Eyre and Woodend Ashley Ward Advisory Boards for comment.

**CARRIED**

The meeting was then adjourned at 4.51pm and reconvened at 5.05pm

**8.2 Ken Stevenson (Roading Manager) : Approval of the Rural and Urban Seal Extension Policies (RDG-01 GOV-01-06)**

Mr Cleary noted the report has been to the boards and the Utilities and Roading Committee.

Moved Councillor Farrant seconded Councillor Mayor Keating

**THAT** the Council:

- (a) **Adopts** the attached Urban Seal Extension Policy (Doc 081007032650) and the Rural Extension Policy (Doc 081007032651).

**CARRIED**

Cr Farrant noted this is formalising current practice and gives staff a basis to work from.

Cr Gordon noted some concerns in providing unsubsidised sealing and the district will be getting behind in this area.

Mayor Keating in supporting the motion noted that the Council needs to consider proposals on how seal extensions should happen. There are roads which are deteriorating.

**8.3 Russel Wedge (Parks and Reserves Manager) : Request to Change Classification of Part of Millton Memorial Reserve (CPR-04-07-106 GOV-01-04)**

Cr Felstead left the table during discussion and voting on this matter.

Mr Sargison presented the report and noted it is quite unusual to have a request to change the status of a reserve. The request is to change the status of one corner of the reserve being 8995 square metres.

Mayor Keating advised he had met with Mr Timpson from the Department of Conservation (DOC) who was not aware of an instance where the Minister had uplifted the reserve status where a Council had declined consent.

Moved Councillor Gordon seconded Councillor Atkinson

**THAT** the Council:

- (a) **Receives** report N° 081009032963.
- (b) **Consents** to the relinquishment of an area of land vested in the Council at the corner of Cones Road and River Road, in Millton Memorial Reserve, to the Department of Conservation.
- (c) **Circulates** the decision to the Kaiapoi Community Board and all Ward Advisory Boards.

Mayor Keating and Cr Ayers voted against the motion

Cr Gordon noted this has been through a thorough process. The submitters have had the opportunity to have the decision reviewed through the Environment Court. There is nothing iconic about this piece of land. There is a perfect opportunity to have a partnership for the development of the site.

Cr Cruickshank does not support the change from a recreation reserve. The Council has had the land for some 27 years and the Council has not provided a plan.

Cr Ayers noted there have been a number of reasons why planning of the land has not been furthered mainly due to roading proposals. There are a huge number of opportunities to develop a flow through to a recreation area for Rangiora which would also be of district significance. This would be ideal for youth facilities as presented earlier in the meeting. The Rangiora Ward Advisory Board has not supported this proposal. DOC does not look after little paddocks on the edge of town, but rather large areas of land for conservation purposes.

Cr Brine noted that the proposal is one of efficiency for DOC. There is no cost to the department for either option.

Mayor Keating noted that DOC chose, for their own reasons, to move closer to Rangiora. The concern is that if government departments want to save money to put up buildings on crown land, where does that leave the Council in future? Bearing in mind the Act is from 1977 and there are no known precedents.

Cr Farrant noted there could be a review of DOC facilities after the upcoming general election.

Cr Atkinson noted the Council should look at this as an opportunity to look at opportunities and a partnership.

**9. SEALED AND SIGNED DOCUMENTS**

| <b>s.223 RMA Certificate – Survey Plans</b> |  |
|---|--|
| RC075489                                    | JR & N J Panfilow - 30 Fuller Street, Kaiapoi                            |
| RC085187                                    | Raven Rental Properties – 77 Raven Quay, Kaiapoi                         |
| RC075640                                    | T Giles - 46 Panckhurst Drive, Woodend                                   |
| RC075385                                    | S E & R J Carmody – 64 Poyntzs Road                                      |
| RC065239                                    | Oxford Park Developments – 126 Johns Road, Rangiora                      |
| RC075361                                    | T M Goodgame & N M Leslie – 49 Woodside Road, Oxford                     |
| RC075693                                    | D Saywood – 48 Inglis Road, Okuku  |
| RC075352                                    | B Lilley – 747 Birch Hill Road, Glentui                                  |
| RC075731                                    | R L and J B Orchard – 43 Foothills Road, Okuku                           |
| RC085317                                    | A G & G M Coursey – 215 Toppings Road, Sefton                            |
| RC065239                                    | Oxford Park Developments – 126 Johns Road, Rangiora                      |
| RC085335                                    | S R Harrison – 533A Upper Sefton Road                                    |
| RC085343                                    | Southbrook Developments Ltd – 16 Southbrook Road, Rangiora               |
|   |  |
| <b>Agreement</b>                            |  |
| LIB-02-04                                   | Partnership agreement – National Library of NZ, Aotearoa Peoples Network |
| <b>Contract</b>                             |  |
| Contract 08/33                              | Fulton Hogan Ltd, District Roadmarking                                   |
| Contract 08.34                              | Concut Ltd, Kaiapoi Walkway Development                                  |
| <b>Covenants</b>                            |  |
| WAT-05-13-03                                | B & H Taffe, Water Easement  |

Moved Councillor Brine seconded Mayor Keating

**THAT** the Council:

- a) **Receives** the schedule of signed and sealed documents.

**CARRIED**

**10. MAYORS DIARY FOR OCTOBER 2008**

Cr Gordon asked why the Council did not have official governance representation at Rangiora A&P Show - particularly the Mayor taking part in the Grand Parade and the Mayor advised an invitation had not been received.

Moved Mayor Keating seconded Councillor Farrant

**THAT** the Council:

- (a) **Receives** report no. 081021034264.

**CARRIED**

**11. QUESTIONS**

Nil

**12. URGENT GENERAL BUSINESS**

Nil

**13. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987*

Moved Mayor Keating seconded Councillor Atkinson

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

| <b>Item N°</b> | <b>Minutes/Report of:</b>  | <b>General subject of each matter to be considered</b> | <b>Reason for passing this resolution in relation to each matter</b> | <b>Ground(s) under section 48(1) for the passing of this resolution</b> |
|----------------|--|--|--|---|
| 13.1           | Minutes of the In Committee portion of a Council meeting of 7 October 2008 | Confirmation of Minutes                                | Good reason to withhold exists under Section 7                       | Section 48(1)(a)  |

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

| <b>Item N°</b> | <b>Reason for protection of interests</b>  | <b>Ref NZS 9202:2003<br/>Appendix A</b> |
|----------------|--|---|
| 13.1,          | Protection of privacy of natural persons<br>To carry out commercial activities without prejudice | A2(a)<br>A2(b)ii                        |

**CLOSED MEETING**

**OPEN MEETING**

**THAT** open meeting resumes and the business discussed with the public excluded remains public excluded.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.10 pm

Confirmed

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Chairman

2 December 2008