7 April, 2015

Dear Committee Member

Manilla 355 Showground Users Committee

Notice is hereby given that the next meeting of the Manilla Showground Users Committee will be held in the Manilla Mechanics Institute Meeting Room, Manilla Street, Manilla on Thursday 16 April, 2015 at 7.30p.m.

ALL USERS GROUP REPRESENTATIVES ARE URGED TO ATTEND THIS MEETING TO DISCUSS THEIR ROLES AND RESPONSIBILITIES REGARDING HEALTH AND SAFETY MATTERS AT THE SHOWGROUND

AGENDA

1. Welcome by Chairperson (including Risk Management Awareness Statement).

2. Apologies

3. Confirmation of the minutes of the previous meeting 19 February 2015 (copy attached)

4. Business arising from these minutes

5. Personal Attendance – Murray Lang (TRC IMS Officer) and Robyn Fletcher (TRC Section 355 Co-ordinator) – Discussions on Health and Safety Matters

6. Correspondence in

7. Correspondence out

8. Manilla Showground Bookings 2015

9. General Business

10. Next Meeting

Yours faithfully,

LouEllen Overton
Secretary