

**Chartered Institution of Highways & Transportation
Southern Branch**

**Minutes of Committee Meeting held on Wednesday 21st April 2010 at
The Grange, Midhurst, West Sussex**

Present: L Meechan S Haggett
 A Maclean M Jones
 T Groves I Cross
 A Thompson S Lotter
 L Parker C Bowley
 A Ekinsmyth K Wilcox

1 Apologies

1.1 Apologies were received from

M Link	J Fellows	P Weatherill	S Found
J Urquhart	S Child	D Tarrant	L Kearsley
P Kemp	M Stanton		

2 Minutes of the last meeting held on 24/02/10

2.1 Minutes of the last meeting held on 24th February 2010 were approved as a true record of the meeting.

3 Honorary Secretary's Report

3.1 The secretary reported that there had been a vast array of information that had been received from the CIHT (HQ). All of this information had been forwarded to the branch officers and branch members as required.

3.2 The secretary highlighted the need to consider arranging an event to celebrate the 80th anniversary of the formation of the CIHT.

Honorary Treasurer's Report

4.1 The Treasurer gave a brief review of the Branch's finances for the previous year and highlighted the need to ensure that for the following year the branch achieved a positive or neutral balance when undertaking its duties and events.

4.2 An accurate breakdown of the branch's expenses was given by the Treasurer at the AGM and details can be seen in the AGM minutes.

5 Membership Secretary's Report

- 5.1 The Membership Secretary reported that the CIHT membership was growing as was the Southern branch's membership. The Secretary reported that the Southern Branch had the second highest membership.

6 Seminar 2010

- 6.1 The Chairman updated the committee on the consideration of a topic and possible venue for the Seminar. The committee discussed the possible format and pricing of the event.
- 6.2 The Chairman asked I Cross to obtain costings and venue availability for holding the seminar at the Langstone Campus of Portsmouth University and K Wilcox for holding the Seminar at Hampshire County Council, Winchester.
- 6.3 The committee agreed that the matter should be discussed at the June committee meeting when the above information (para. 6.2) was available.

7 Dinner Dance

- 7.1 The Chairman presented a paper prepared by John Fellows in his absence. The paper identified with menu's and associated costings the holding of a Dinner Dance or similar at various local venues (Solent Hotel, Whiteley, Royal Naval Dockyard and the Spinnaker Tower, Portsmouth).
- 7.2 The committee did not make a decision on a venue, date and format but decided to discuss the matter again at the June committee meeting.

8 Arrangements for the AGM

- 8.1 The Secretary ran through the format for the AGM which was to follow the committee meeting to ensure its efficient and speedy operation.

9 Any Other Business

- 9.1 The committee raised no other issues.

10 Date of next meeting

- 10.1 The next committee meeting will be held at THE Grange, Midhurst on Wednesday 9th June 2010 at 6.00pm.