

	<b>Item</b>	<b>Action</b>	<b>Timescale</b>
<b>1</b>	<b>Welcome from Pat Taggart, Principle Advisor, APSE.</b>		
<b>2</b>	<b>Presentation from David Wylie, Head of Contract Management, Freight Transport Association (FTA). Featuring the topic "How to half your prohibition".</b>		
<b>3</b>	<b>Cllr Ruth Simpson Apologies Date for next meeting Tuesday 31 March 09</b>		
<b>4</b>	<b>P. Taggart asked group for ideas of potential topics/presenters for the Avimore event 2009. Discussion fruitful with a number of topics suggested.</b>		
<b>5</b>	<b>P. Taggart delivers APSE Update, introduces new member of staff Gary Mooney.</b>		
<b>6</b>	<b>P. Taggart informs the group of Health and Safety group progress and details of next meeting, 2 March discussing HAVS.  P. Taggart, Performance Networks. Group discuss issues and potential topics to cover in future meetings.</b>		
<b>7</b>	<b>P. Taggart agrees to send out Customer Satisfaction Survey along with Minutes from meeting.</b>		
<b>8</b>	<b>AOCB:-  Tom Robertson offers to hold the next meeting in Fife on Tuesday 31 March 09.  Chair thanks the group and brings meeting to a close.</b>		