

Forum: Steering Group

Agenda: Monday 4th September at 7.00pm at Corn Mill, Swiney Way

1.	<u>Attendees</u> (inc. any apologies)	All	
2.	<u>Minutes of the last meeting</u> a) Matters arising & action points (circulated previously by Katie)	All	10 mins
3.	<u>Sub group overview</u> a) Barracks: David is away so we won't have a report b) Comms: Update on IT changes to website	Mark	10 mins
4.	<u>Officer's Reports/Feedback</u> a) Chairman monthly report & queries inc: D2N2 meeting; AECOM teleconference (Site Assesment) Council meeting b) Treasurer monthly report queries inc: Locality grant; VAB 'accountable body' role c) University engagement	Richard Graham Ben	10 mins 10 mins 10 mins
5.	<u>Research topics review</u> a) Feedback on research topics	All	10 mins
7.	<u>Next Steps</u> a) RCAN – special SG meeting with Jenny Kirkwood b) Ideas for grant spend: maps, banners, posters etc	Richard Graham	10 mins 10mins
8.	<u>AOB</u>	All	10 mins
9.	<u>Date & Venue of Next Meeting</u> Wednesday 20th September at 7.00pm @ Corn Mill? With Jenny Kirkwood	All	