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| **MINUTES** |
| **Date:** | **Friday 17th March 2017** | **Time:** | **8.00pm** |
| **Place:** | **CSA front room** |

1. **Attendance**

Royce Longton, Erle Minhinnick, Olivier Marsden, Ian Morrin, Duncan Godding

1. **Apologies for Absence**

Michael Wood

1. **Minutes of the last meeting**
	1. Minutes of the last meeting of the Steering Committee held on 3rd March were accepted.
	2. Matters arising from them:

- some revisions to the ToR to be discussed with Cally.

1. **Progress on current work**
	1. Duncan Godding nominated to steering committee by BPC
	2. Budget : to be reviewed after discussion with Laila Bassett (Wberks), and budget request to be sent to BPC after that
	3. Public meeting 4th April at CSA

- posters : Ian is looking after printing, requests for putting the posters up around parish businesses to be shared out

- Ian will set up an eventbrite to track online registrations to the event

- tables : there should be sufficient, we will group them into four clusters

- permission to use the projection screen obtained by Royce, Erle will bring projector, flipchart

-questionnaire drafted by Royce to be printed by Ian

-it is suggested to change the colour of the slides to a more appeasing dark blue / black

- Ian and Erle to look through the slides together before the public meeting

iv) Matter arising from discussions of topics for public meeting : proposal for development on the

 recreation ground : it would be good if the NDP steering group were at least consulted and/or

 involved in the proposal

**5. Date & venue of the next meeting: to be decided**

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