



'ONE NORBITON, WORKING TOGETHER'

Meeting Title: Engagement Sub-Group

Date and Time: Thursday 10th January 2013 from 2pm ~ 3.30pm

Venue Address: PIPER HALL (Small) , PIPER ROAD

Chair: Davinder Lail

Note Taker:

AGENDA

Item	Time	Description	Aim	Who
1.	2.00	Welcome , Introductions and apologies	Info	DL
2.	2.05	Minutes of the last meeting Correct and agree previous minutes.	Agree	All
3.	2.10	Matters arising Update on actions from last meeting not covered below.	Info	
4.	2.15	Notes from meeting between RBK/ON	Discuss	MDS JP
5.	2.25	Engagement and Communications Action Plan and budget To agree draft for calendar and poster	Agree	
6	2.40	Community Engagement a) Panel recruitment & communication b) Website and e-communication c) Community Connected update d) One Norbiton Newsletter		
7	2.55	Consultation re Community Guardian	Discuss	
7.	3.25	AOB & date of next meeting		