

'ONE NORBITON, WORKING TOGETHER'

Meeting Title: Engagement Sub-Group

Date and Time: Wednesday 15th February 2012 at 7pm ~ 8.30pm

Venue Address: Piper Hall, Piper Road, Kingston, KT1 3EX

Chair: Davinder Lail

Note Taker: Tim Bell

AGENDA

Item	Time	Description	Aim	Who
1.	7.00	Welcome and Introductions	Info	DL
2.	7.05	Minutes of the last meeting Aim: to make any corrections and agree the minutes of the last meeting.	Agree	DL
3.	7.10	Matters arising Aim: to update each other on actions and issues from the last meeting.	Info	DL
4.	7.25	Progress and next steps on key tasks: a) Mail out b) Website, Facebook, Text, phone, PO Box Aims: to discuss how to resolve remaining obstacles to delivering the items above.	Discuss	All
5.	7.50	Funding & admin support Aim: to discuss administrative and funding needs and options for securing it.	Discuss	All
6.	8.10	Reporting ONWT to other parties	Info	TB
7.	8.20	AOB		DL
8.	8.25	Summary of actions & date of next meeting		DL

Apologies: Tony Willis, Carlos Queremel