

Stapleford Towns Fund - Town Deal Board

Please observe remote conferencing good practice:

***Get on the call in time for the start, testing any new systems if required**

***Please mute microphones unless you are speaking**

***Please raise your hand to speak, let the chair invite your comments**

***One person to speak at a time**

***For in call conversations please use the chat function**

Date: Friday 9th October

Time: 2pm-4pm

Venue: MS Teams Meeting

<u>Agenda Item</u>	<u>Duration</u>
1. Welcome and Introductions (Chair)	5 minutes
1. Apologies of absence (RO)	
2. Agree minutes of previous meeting(s) (Chair)	
3. Declarations of interest (Chair)	
4. Terms of Reference Update (RO)	10 minutes
5. Update on capacity fund spend (RO)	5 minutes
6. Update Work programme (RO)	
7. Project Summary report and discussion [Sensitive] (RO)	45 minutes
8. Future meeting dates – Friday 13th November <ul style="list-style-type: none">• Review TIP document to date• Town Centre traffic management proposal	
Friday 18th December	