

# 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 13<sup>th</sup> November

**Time:** 2pm-4pm

**Venue:** MS Teams Meeting

<b>1. Welcome and Introductions (Chair)</b>	5 minutes
<b>1. Apologies of absence (RO)</b>	
<b>2. Agree minutes of previous meeting(s) (Chair)</b>	
<b>3. Declarations of interest (Chair)</b>	
<b>4. Town Investment Plan DRAFT (RO)</b>	30 minutes
<b>5. Traffic Management Proposal (CB)</b>	20 minutes
<b>6. Thomas Lister Report (HM)</b>	20 minutes
<b>7. Project Progress report (RO)</b>	20 minutes
<b>8. Update of Capacity Fund Spend</b>	5 minutes
<b>9. Future meeting dates – Friday 18th December</b> <ul style="list-style-type: none"><li>• Shortlist overall project for inclusion in TIP</li></ul> <b>Friday 15<sup>th</sup> January</b>	5 minutes