

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 4th June 2021

Time: 2pm-4pm

Venue: MS Teams Meeting

1. Welcome and Introductions (Chair)
2. Apologies of absence (RO)
3. Agreement of minutes of previous meeting (All)
4. Declarations of interest (Chair)
5. Updated governance arrangements (ZD)
 - Governance structure
 - Terms of Reference
6. Board Membership discussion (Chair)
7. Covid-19 Grant Sub-group
8. Communications plan update
9. Project Spend update (RO)
10. Work programme (RO)
11. Date of next meeting (Chair)
 - i. TBC