Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: X

Duration: X

## Meeting Details

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| --- | --- |
| Date: | 13/08/2020 |
| Venue: | Microsoft Teams |
| Attendees: | Jack Williams  Julian Rizzo  Theodore Politis  Dulshan Kodithuwakku  Ghaida Alharbi |
| Apologies: | N/A |

## Information / Decisions

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| --- | --- |
| No. | Item |
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## Action Items

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| No. | Item | Who | By |
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