**Action minutes**

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| **Date of meeting** | **10/05/2017** | **Time** | **10:00** |
| **Location** | **St Brycedale** | **Minute taker** | **Callum Wilson** |
| **Present** | | **All** | |
| **Apologies** | | **N/A** | |
|  | | | |
| **Item** | **Discussion/action** | **Team member** | **Timescale** |
| 1. Progress Update | All pages made – shop, news, information and main. | Scott |  |
| 1. Discuss design and ensure heading in right direction. | Some JavaScript to be added, some detail on the page as well. |  |  |
| 1. Discuss any issues and re-assign tasks if necessary. | Dominic to start on testing plan to be ready for next week. | Dominic |  |
| 1. Set date and time for next meeting | Scheduled for next week. (17/05/2017) |  |  |