

# Meeting Notes

## 30/03/24

**Time:** 14:00

**Location:** Meeting Room 2, Chichester Building

**Attendees:** Ben Foard, Tim Bartlett, Fatema Alaali, Youssef Derouiche, Owen Gibson

**Meeting Notes:** Ben Foard

### Discussion Topics

#### Documentation

- Ben showed current state of Report. Explained final work to do. Explained that he will be handling submission on Thursday with all team members present (from 12 onwards in Chichester lab)
- No more code changes. No more document changes except those discussed which will be given directly to Ben.

#### Peer Review

- Collective decision to mark all members equally. Agreed by all.