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| **TITLE:** | Meeting 1 | **DATE:** | 26/04/2017 | **TIME:** | 15:00 |
| **PRESENT:** | Paul McManus (C) Chris Dworczyk (M) Liam McKay (SM) Scott Williams | | | | |
| **1 APOLOGIES:** |  | | | | |
| **AGENDA ITEM** | **DISCUSSION/DECISION** | | **ACTION REQUIRED/DATE FOR COMPLETION** | | **PERSON RESPONSIBLE** |
| **2** Minutes of Last Meeting | N/A | |  | |  |
| **3** Matters Arising | N/A | |  | |  |
| **4** Discussion of company logo | These were handed out and discussed in detail amongst the group and we came to a decision who will be in charge of this. | | Combine the best features of the 4 logos into a main logo which will be used on the website. | | Scott W and Liam M |
| **5** Discussion of homepage | The webpages were discussed about their pros and cons and who will be making the main design. | | One webpage will need to be designed by the chosen persons. | | Chis D and Paul M |
| **6** |  | |  | |  |
| **7** |  | |  | |  |
| **8** |  | |  | |  |
| **9** |  | |  | |  |
| **10** |  | |  | |  |
| **12** A0CB |  | |  | |  |
| **13** Date and Time of next meeting | 3rd of may at 1:30 | |  | |  |