



Team Meeting

10:00 am – 11:00 am
1st December 2025

Room: C210 and [Zoom](#)

Agenda

1. Introduction and review of agenda.
2. [Minutes](#) of last meeting and matters arising.
3. Matters arising from progress reports.
4. Status of [tasks](#), deliverables, and software.
5. Status of [milestones](#).
6. CSSR4Africa demo synchronization (using ROS actions vs using ROS services)
7. Text-to-speech chunking process (delay when sending audio chunks to the robot)
8. CSSR4Africa project and DEC robotics project (the projects have diverged and therefore are being treated separately)
9. Failure handling document reviews
10. Any other business.
11. Date and time of next meeting.