

ACTION SHEET - Actions from the previous meeting

ACTIONS FROM 16/06/11			
Action	Description	Status and last updated	Contact Officer
ACTION 1	Officers to update the work programme and make arrangements for future meetings.	Work programme updated following 16 June meeting.	Lesley Bowles / Democratic Services
ACTION 2	Officers to draw-up a list of voluntary bodies who may wish to present to the Committee to consider at the next meeting.	The list has been included in the programme for future meetings. Please see Action 3 below.	Lesley Bowles
ACTION 3	Officers to discuss with the Chairman how to best improve the questions and dialogue with people appearing before the Committee.	A programme for future meetings is attached at Item No. 10.	Lesley Bowles/ Democratic Services

