

Agenda

Name of meeting: Meeting 9 Service Charge Working Group
Date: Wednesday 11th October 2023
Time: IT Checks 18:15 – 18:25 Meeting 18:30-20:45
Venue: Teams Online

Tasks to do before the meeting

Please read	Meeting 8 minutes
Actions for Group members only before the next meeting.	

REF	ACTION	RESP
1	Welcome and Apologies	AH
2	Approval of minutes	AH
2.1	Updates on actions from previous minutes - Letter 2 voting options and observations	AH/SK
3	Update from subgroups.	
3.1	Caretaking and Cleaning Focus Group	BE
4	Main Activity	AH/ALL
4.1	Open Space management and new garden contract standards.	
4.2	Correspondence and Documentation	
5	Any other Business	
Date of Next Meeting: Wednesday 15 th November at Civic Offices and Teams		