Agenda For Meeting, FOE Birmingham, 3rd March 2006, 10am

Morning:

- 1. Approval both sets of minutes from last meeting, and minutes from 8 April
- 2. Matters arising from all minutes
- 3. Financial report
- 4. EO report
- 5. Phone service CH to report
- 6. Sub group reports
 - a. AGM
 - b. Listed membership
 - c. Website
 - d. Yearbook
 - e. Sussed
 - f. Personnel
- 7. Matters to report
 - a. National Centre for Sustainable Construction Skills CH to report.

Afternoon:

- 8. Structure document
- 9. Campaigning: agreeing priorities
- 10. Policy over nuclear energy
- 11. Strategy for raising the AECB profile
- 12. Name change discussion
- 13. Set dates for future meetings
- 14. Any Other Business
- 15. Date And Venue For Next Meeting

Travelling expenses claim form

Name

Address

I hereby claim travelling expenses for the meeting held on when I travelled by * car (15p per mile paid) (.....miles in total) to and from (venue of meeting etc) / public transport (please enclose receipts).

Signed Dated

* Delete as necessary.

If you are claiming travelling expenses, please ensure you return this slip to Sally at the office as soon as possible after the meeting (please remember that claims must be made within 3 months).