

## Acton Business Forum

Committee Monday 14 April 18.00

Present: Glenda Shawley (acting chair), Nancy Duin, Mike Morris

1.	Apologies received from Stephen Peach, Matthew Stower, Sandy Stagg, and Dinah Walker. Sandy Stagg is leaving Acton later this year and so will no longer be a member. <b>Urgent need to find new committee members.</b>	<b>ALL</b>
2.	<u>Minutes of the meeting on Monday 11 February 2008</u>  The minutes were approved.	
3.	<u>Matters arising</u>  Revision of the ABF Terms of Reference. This to be an agenda item at the June meeting.	<b>MM</b>
4.	<u>'Win It In A Minute' post mortem – future of the event</u>  The event was judged a great success. More than 80 people registered. There were many more 'drop in' visitors than in previous years. Name badges should be provided for future events  MM looking for a bigger venue for next year and also the possibility of running a large networking event in October – this would probably require a different sponsor so as not to 'turn off' West London College for the main annual WIAM next April.  Comments on this, please from everyone, and ideas for how to make an October event slightly different.	<b>ALL</b>
5.	<u>2008 programme</u>  We don't have any events in the forward diary. Waiting for a response from Council Leader Jason Stacey. This event will also cover the Acton Development Plan.  Other events to be diaried – street cleaning meeting and a networking event.	<b>MM</b>
6.	<u>Membership</u>  There are currently only four paid up members. Now that 'Win It In A Minute' is over MM will concentrate on getting subscriptions in.	<b>MM</b>

7.	<u>Website</u> Use has been disappointing. MM to make sure web address is well publicised in the forthcoming recruitment drive. Once the number of registered businesses has reached a reasonable number, we will start a business directory on the site.	<b>MM/ND</b>
8.	<u>Financial Position</u> Bank balance is currently £1,334 after payment of sponsorship contribution of £500 for 'Win It In A Minute'.	
9.	<u>Date of next exec meeting</u> Monday 23 June at 18.00 – 34 Goldsmith Road.	
10.	<u>A.O.B.</u> There was no other business.	

Minutes by Mike Morris