

### Meeting Actions from previous meeting

#	Action	Owner	Status
1	Board Membership LL and PC to pull together a list of potential nominations to vacant positions on the Town Board, focussing on the retail area. A number of retailers had been contacted.	LL/PC	Update on 16 <sup>th</sup> Oct
2	LL to continue with Marketing Cheshire, regarding the marketing and promotion of the Board.	LL	Ongoing
3	LL to continue to explore long term options for website creation.	LL	Ongoing
4	CEC to bring forward proposal for website presence on CEC website until new web created.	FJ	Update 16 <sup>th</sup> Oct
5	In respect of the master spreadsheet of Crewe projects, the Chairman confirmed he had included the information sent to him by Peter Skates and had amended the spreadsheet however it was yet to be circulated. DK Would do this after the meeting.	CEC	Ongoing-To be managed by CEC
12	In respect of the interim bus station options and timescales it was reported that discussions were ongoing with Arriva and officers tabled a number of proposals to incentives Arriva to do some of the repairs. An update would continue to be provided to the Board.	PS	Ongoing
13	PS to put together a plan to outline the steps and timescales involved in the bus station and multi-storey car park.	PS	Ongoing
14	At the previous meeting, the Chairman was asked to contact ARUP to see if they were able to provide examples of good use of data analysis and intelligence to inform town investment plans. He confirmed he had contacted ARUP in the last few days and it was anticipated that examples would be provided in the next few weeks.	DK	Ongoing
15	DK to write to the Board after the meeting today, with the paper on subgroups and will request feedback from the Board. Board members to respond.	ALL	Completed
16	Transport, Highways and infrastructure briefing for CTB to be arranged.	PS	Date confirmed for 2 Nov

17	The Board to think of a list of key stakeholders to engage with for interviews, which could be given to the consultants once appointed.	ALL	This has been superseded as Hatch have already discussed this with them and have asked to send in any potential stakeholders
19	Subgroups-SY to chair Towns Investment Plan Development Groups (TIPDG).	SY	Established
20	Subgroups-DK advised that he needed to engage with Hatch and ask for feedback on what the membership of the subgroups from the other towns was like and what reporting structures were in place. DK to write out to everyone to confirm how many people would sit on the subgroups, who from the Board may wish to sit on them and so forth.	DK	Ongoing
22	Detailed timetable for Royal Arcade to be presented to the Board as it might assist the members instead of the generalised timetable put forward.	FJ	Ongoing
23	Communication Update.	CY	On the agenda
24	Any items for the Forward Plan to be circulated after the meeting.	DK	Ongoing