**NPWG Agenda: 04 February 2020, SF Village Hall. 6.00-6.50pm**

1. Apologies, JM, AH, CL
2. Previous Meeting Notes  x 2 ~ agree and sign off
3. Check progress against the timeline/project plan
4. Skills Audit: Complete and discuss (we only need Sue’s skills)
5. Treasurer ~ a volunteer to keep a record of expenditure ~ Sue?
6. Agree a Communications Policy:
* NP & PC Web site updates ~ Jim to do
* Promotion of our work  and advertising our events in Village Pump ~ volunteer required
* Promotion of our work on Facebook sites (SF, Wereham, Wretton, Methwold) ~ volunteer required
* Press Releases ~ volunteer required. Discussion required: Do they need to be cleared by PC/Sue & Helen?
* Other communication issues?
1. Consultation 2: Review and agree the list of businesses, social groups within Stoke Ferry. Volunteer required to  obtain missing email addresses

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