

Title of Item	Name of Officer or organisation	Date of Meeting	Action required	Notes
Community Councils	Council	Joint Meeting Nov 09	Charles to arrange contact early 2010 by email to promote both LLF and LB	3rd round of elections currently underway. Expectation is that all CCs will be constituted by early March. Draft email to be run past the chair prior to it being issued.
AFS Website	LLF Members	Jan 10	Cath Cakebread to informally discuss redevelopment of site and lack of licensing information available on site with AFS	
Servewise Training	LLF		Agreed to delay until new Members in place	
Draft Statement on Overprovision	Licensing Board	Discussed Joint Meeting 17 Nov 09	Clerk to provide draft statement for comment following consideration by L.B	
National Outcomes for LLF		Discussed October 09	Await National Outcomes	
Promotion of LLF	Council	Discussed Joint Meeting Nov 09	Arrange with New Communications Manager (when appointed)	

Items for Discussion with Licensing Board		Discussed 8 October 2009	Agreed to ask the Board to take a view on the Forums suggestion that there be a low set fee for all off-sales licences in terms of the new Act with an additional charged levied in respect of annual turnover.	
Duty to Trade	LLF	27 January 2010	To be discussed at next meeting once information obtained on court case.	
Offsales Licenses for sale of Gifts	LLF	27 January 2010	To be placed on the agenda and discussed at next meeting.	