

Title of Item	Name of Officer or organisation	Date of Meeting	Action required	Notes
Servewise Training	LLF		Agreed to delay until new Members in place	2010 Training Materials now available to borrow.
Draft Statement on Overprovision	Licensing Board	Discussed Joint Meeting 17 Nov 09	Clerk to provide draft statement for comment following consideration by L.B	Report on overprovision to be provided to meeting on 13 July 2010 (no report provided to meeting on 13 July)
National Outcomes for LLF		Discussed October 09	Await National Outcomes	Person from NHS appointed to review
Promotion of LLF	Council	Discussed Joint Meeting Nov 09	Arrange with New Communications Manager	<p>New Communication Manager in post – discussion with Chair to be set up</p> <p>Meeting on 13 July 2010 agreed that Jo Smith would draft letters and a general press release. To go to next meeting.</p>
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.	Fees being reviewed presently

Duty to Trade	LLF	27 January 2010	To be discussed at next meeting once information obtained on court case.	Case withdrawn – any further information to be brought to the attention of the LLF
Offsales Licenses for sale of Gifts	LLF	27 January 2010	For discussion at future meeting	Discussed at meeting on 28 April 2010 - Licensing Board to review annual fees – currently set at maximum. To be brought back to a future meeting once fees have been reviewed.
Review of Argyll and Bute Licensing Board Policy Statement	Licensing Board	28 April 2010	LLF to provide comments to Board by end of July. Workshop to be set up to discuss.	Discussed at meeting on 13 July 2010 Joint Meeting to be held with Licensing Board at beginning of October
Policing of Licensed Clubs	LLF	28 April 2010	Inspector Wallace to raise issue with Command Structure and report back.	
Recruitment of Young Persons Representative	LLF	13 July 2010	Roanna Taylor to nominate young person to Forum	