



**Meeting:** Brentwood Business Partnership

**Venue:** Council offices adjacent to Town Hall at Seven Arches Road

**Date:** Tuesday 17 July 2018

**Time:** 6:00pm

**Minutes:** Nishat Amin

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### Agenda

	Items	Lead	Time
1.	Welcome and Introductions	Chair	6.00pm
2.	Minutes from 17.07.18	Chair	6.05pm
3.	Chair's Report - Update on constitution (ToR)	MH	6.15pm
4.	BBP Business Plan & Sponsorship documents	MH/LE/NA	6.25pm
5.	Council executive Report/Eco dev report - Brentwood Cluster Future Structure - Showcase update	LE/NA/PD	6.30pm
6.	Business Trade Clusters update - Brentwood Cluster Baytree GOSH event - Shenfield Upper and Central Report	DF KT/NP	6.50 pm
7.	Brentwood Art Trail Report	EG	7.00pm
8.	New Bid Funding Applications		7.15pm
9.	Report on recent activities from Chamber and FSB	CB/AJ	
10.	AOB	ALL	7.50pm