



## Conference Group

### Agenda

Wednesday 5<sup>th</sup> April

3 - 4.30pm

1. Matters arising (Chair)
2. Rejigging of member roles (Chair)
3. Top Tips for A Successful submission - feedback on first event (Grace)
4. Confirmation of attendance for May meeting/catering (Chair)
5. Image/logo/programme structure planning (Dave/Chris)
6. Sponsorship update (Paul/Jodie)
7. Update/next steps for all roles (All)
8. Keynote suggestions (Chair)
9. Date of next meeting
10. AOB