

Attendance:

David Miall

Boris Choi

Sam Perry

Peter Gillingham

Brandon Stainton-Scarth

Items arising from previous meeting:

- Module contract signed
 - Comment:
 - * Expected timing of each part of the agreement?
 - * Failure should be avoided

Current Items:

- Finance
 - Budget too large
 - * Check APR
 - Spreadsheet missing full expected cost
 - * Add expected labour pay
 - Spreadsheet missing expected development budgeted balance
 - * Add budget
- Func. Spec.
 - Alter scope to adjust for labour shortage
 - * (also to meet 1st iter)
 - Fill user story
- QA
 - Mentioned - issues are to be solve but low priority

AOB:

Missing people - email chase on akif

Actions Arising:

- Finance - Mon wk10
- Func. Spec. - till next meeting
- QA - N/A

Next meeting - Wed wk10 4pm - to be agreed by Mon