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| **UNIT 4 AGENDA** |
| Date of Meeting: | 29/03/22 |
| Room: | 842 |
| Time: |  |
| Agenda Author: | AWP / EC |

**![ClassActionPINK[1]]()ROMEO AND JULIET**

**This is not a love story**

1. Allocation of Minute Taking
2. Present / Apologies for absence
3. Agreeing last meetings minutes
4. Checking actions from last week’s minutes
5. Drawing up Project Schedule
6. Drawing up Rehearsal Schedule (Part 1)
7. Agreement of Set Layout (initial) so blocking can begin
8. Company Member of The Week
9. A.O.B.