

11.	<p>Thoughts for 2024: DP/RC/RF had a brainstorming session. We should look at doing some networking on Thursdays for those who cannot attend on a Friday. Suggested moving the DoubleTree dates to Thursdays if they can accommodate. RC will speak with them. There might be an article in the Woking News & Mail this week – apparently DP has been controversial, in commenting on new businesses moving into Woking. Lots of businesses locating from outside to inside Woking. Agents are desperate for space.</p>	RC
12.	<p>Any Other Business: CC to cover to DP at the next Executive meeting. WMB 2024:</p> <ul style="list-style-type: none"> • Need to get PW's contract confirmed and agreed. • Can we have a list of all those that have booked stands so far. • Email needs to go out to chamber members to say that as a member you are entitled to a discount on a stand at the WMB exhibition. If you want a stand, contact Paul Webster. • Get the exhibitors on our mailing list. • Is PW telling non-member exhibitors that they would get a discount as a member of the chamber? • Gilly – I chose DD option to pay my invoice and it advised would take the full amount. This issue needs looking into as other members have also mentioned the issue. • Boris – we need to create another space on Rubi for WMB and visitors. 	
13.	<p>Next meeting: Tuesday 27th February, 6pm at DoubleTree by Hilton Woking.</p>	

ACTION POINTS	DETAIL	DONE
DP	Minutes and matters arising: Invite the Mayor, Councillors and Jonathan Lord MP to attend the AGM.	
SH	Environment Committee report: SH has contacted Sean Rendell at the Energy Centre, and they are happy to host a visit. SH will consult separately with RC on potential dates.	Ongoing
RC	Business Development: Provide a map for Woking Football Club to help attendees find the networking on arrival. Invite Paul Webster to attend and update on WMB. Ask GT to provide emails of those on the WokingWorks site that we can add to our 'Richard list'.	
DP	Woking Borough Council report: DP to speak with DR to ask for a monthly report if he is unable to attend the Executive meeting.	
DP/BR	Treasurer's report: DP to consult with BR on which accounting software we should use. Check the accounts in preparation for the auditors. Ask Christine to input all Sales invoices onto the accounting software when raised, not just when paid, for more accurate debtor information. Close the WMB exhibition bank account and update accounts information on all WMB invoices.	
DP	Woking Works: DP to chase DR/Bev for follow up notes and then feed back to Executive separately.	
DP/RC	Member updates/new members: DP to meet with RC to discuss how we chase memberships, connect with the new members, speak to people on the phone to engage.	
CC/ALL	Upcoming events: CC to print out the questionnaire and the committee can discuss what actions they need to take.	
RC	Thoughts for 2024: Speak to DoubleTree to see if we can move to Thursdays.	