

**Branch schedule, week starting \_\_\_\_\_**

*The branch organiser writes details of the week's activities in the first column, in date order, and passes the schedule round the meeting. Comrades write their names in the second column if they're doing the activity. Later in the meeting the organiser reviews the schedule and leads discussion if an essential activity doesn't have enough people, or if some people have put themselves down for very few activities. The organiser keeps the schedule and uses it during the week and in the next branch meeting as a checklist.*

<b>Date, details, activity</b>	<b>Comrades doing the activity</b>
<i>E.g. Monday 1st, 6pm, Market Square: Street paper sale</i>	<i>Alice, Betty, Chloe</i>