Present: Gabriel Egan (GE); Andrew Gurr (AG); Maurice Hindle (MH); Peter Sillitoe (PS); Seppe Cassettari from GeoInformation (SC).

- **Action Point:** MH to contact Museum of London about the location of the Revels Office.

- SC pointed out that ShaLT can use the GeoInformation map for coordinates rather than Google Maps.

- **Action Point:** We need to arrange a meeting with SC in order to decide where each point on the map is placed with accompanying coordinates.

- GE: In terms of Side 1 of the map, how do we show the four walks?

- SC suggested use of the Aggas map or similar.

- AG stressed the importance of rendering early modern London (for instance, London Bridge was the only bridge).

- SC: Suggestion that we put surviving early modern (or older) buildings on the map, such as the present Tower, City walls. GE: City walls could be shown on the map as an outline. MH: Importance of an early modern ‘footprint’.

- SC: Suggestion that we view the maps from the Barclays Cycle Hire for London. (PS Note: it does not appear to be possible to view this on the web).

- **Agreed Decision:** Only a map in one size will be produced for the booklet and the giveaway map. This will fold to A5 size for both outputs. SC: Once folded the map will have a front and back cover.

- For Consideration: The importance of the type of paper: silk or matt finish? The booklet map should probably use a lighter paper stock.

- AG: The problem of misleading tourists with modern street and location names. For instance, the problem of ‘Fortune Street’.

- SC: The map should be de-cluttered and we should remove small, unneeded roads. We can use fonts to help perception, such as a modern font for a modern street.

- **Agreed Decision:** The map will show stations and underground stations but not bus routes.
- MH: The importance of highlighting the road running though London down to the Newington Butts site.

- **Agreed Decision:** We will use grid references such as ‘A6’.

- **Agreed Decision:** We will use points on the map for three types of features: indoor playhouses, outdoor playhouses, and ‘other’ sites (such as courtly sites, for instance). These will be shown via different colours.

- **Agreed Decision:** The map will use ‘insets’ or ‘placeholders’ on the reverse for each theatre site. A small inset map will be placed in the middle of the back pages which will duplicate the large map on the front.

- **Agreed Decision:** GeoInformation will provide various prototype ideas for the meeting ahead. **Action Point:** PS to send 50-100 words of text of the Fortune, along with several images and the co-ordinates.

- GE: RKH need to know how they will use the digital data from GeoInformation on the website they are building. SC: it has to work on a computer screen as finer text could disappear. A cartographic image is needed. Everything has to be designed so that RKH can use the information (they probably use GIS; possibly ESRI).

- MH: Website must have a downloadable map in PDF format.

- GE: We also need everything to work for the App map. Thus, we require ESRI files that can be passed to RKH.

- **Action Point:** GE to find out exactly what is required from RKH. (PS Note: GE has now emailed them about this).

- **Action Point:** We need to arrange a meeting in which both companies are present.

- GE: Reminded everyone that the App won’t be ‘live’ in terms of 3G.

- SC: Suggestion that we use only a few, pastoral colours, avoiding black and starting with the essential parts of the map. The scale of the colours is crucial; no need to name unnecessary roads.

- **Agreed Decision:** We will not reproduce the Tube map from TFL.

- AG: Use of archaic font for early modern sites.

- MH: Possibility of showing the boroughs via faint outlines.

- **Next:** At the meeting on April 26th (Arsenal) we will choose the style of the map.