(Student Group) Annual General Meeting Minutes

# **Date, Time & Location**

**Committee Members in attendance:** list name and committee role

**Members in attendance:**

**Members who sent apologies:**

|  |  |  |
| --- | --- | --- |
| **Agenda Item** | **Discussion** | **Any Actions? Who is responsible?** |
| Welcome & Introductions |  |  |
| Minutes of Previous Annual General Meeting | * Bullet point to summarise what committee reported at the meeting.
	+ Sub-bullet point to note any feedback or discussion.
 |  |
| Actions from Previous Annual General Meeting |  |  |
| Chosen Agenda Point |  |  |
| Chosen Agenda Point |  |  |
| Chosen Agenda Point |  |  |
| Chosen Agenda Point |  |  |
| Any Other Business |  |  |

Once completed remember to send a copy to the Students Union – Hannah Heskin (Student Activities Administrator hannah.heskin@worc.ac.uk) and circulate to all members.