

## **Council for Learning Outside the Classroom Annual General Meeting Minutes**

**Monday 13th December 2021**

**Meeting held virtually via Zoom**

Attendees: Ann Scannell, Sue Dutton, Anne Hunt, Steve Dool, Justine Lee, Emily Carlill, Kim Hudson, James Cooke, Lesley Williams, Ian McInnes, Dave Scourfield, David Gwillam, Graham Lodge, Simon Ward, Justin Dillon, Tim Douglas, Peter Carne, Paul Airey, Alex Sandford, Anthony Thomas, Jacq Dalrymple, Hugh Joicey, Jennie Milsom, Mark Falkingham, Wendy James

### **1. OPENING REMARKS AND INTRODUCTIONS**

Steven Dool, Chair of the CLOtC Board of Trustees, welcomed attendees.

- Since last virtual AGM, we have learned a lot about working online, and navigating and sailing the peaks and troughs of waves of challenges coming at us.
- We are meeting virtually again, great to see a range of people here today supporting the charity.
- It's been a challenging time since Anne (CEO) and I took over. A lot to talk about, and also to celebrate and look forward too.
- Officers and trustee introductions. Thank you to guests: Ann Scannell and Sue Dutton
- Thanks given for the considerable work undertaken to redesign the LOtC Mark, and to Kim Hudson and team of people who helped and supported this work. The Mark is now more supportive and easier for schools to work through whilst protecting its quality and integrity. We've two case studies today that will provide an insight into the work that's evolving and that we hope will be more established in the work ahead.
- Kim Hudson introduced and welcomed Ann Scannell (Manorcroft) who has just started on the mentoring programme, and Sue Dutton, who has been a long-standing supporter of the LOtC Mark and one of our first LOtC Hubs.

### **2. PRESENTATION FROM GUEST SPEAKER: ANN SCANNELL**

Ann Scannell from Manorcroft Primary School spoke about working through the new LOtC Mark Direct pathway and gave an overview of their LOtC journey to date and why they had chosen their particular route. The CLOtC mentoring pathway was an opportunity to be guided through the process.

### **3. PRESENTATION FROM GUEST SPEAKER: SUE DUTTON**

Sue Dutton from Sherbrook Primary SEND School, LOtC Gold Mark and now a Hub school mentoring others under the new LOtC Mark pathway.

Steve commented that whatever stage anyone is at, the progress tracker approach helps to demonstrate not only where you are, but your progress and plans to progress further. Sherbrook demonstrate that no matter how good your provision is, there is always room to develop, and by becoming a mentor school can make a difference to other schools.

Anne Hunt thanked Sue and Ann and all the others who have helped to develop the progress tracker and new Mark pathways, recognising the work done previously by other staff and trustees, and how the current offer has been shaped to meet what is needed now.

#### **4. CHAIRS RELECTIONS ON THE YEAR – SUMMARY**

Steve referenced the Annual Financial Report and Accounts.

He thanked the CEO and team, who despite the challenges have protected the charity using initiative, creativity and commitment to finding solutions to every problem that comes their way.

He thanked the team of trustees who have acted with selflessness, integrity, objectivity, accountability, and been open and honest in showing leadership.

It has also been a great effort by especially the audit committee, led by Gill Harvey, who continued to be there to support the team make some important decisions.

He acknowledged and celebrated the achievements:

- Continues support and help for schools
- Enhancement of the offer for members
- Strengthened (as evidenced by social media stats) the profile at a time where the benefits of LOtC really do need to be promoted and realised for what it can offer and address.

Thanked our partners, as there is no way CLOtC can achieve without their support.

#### **5. Looking forward**

Steve outlined two key aims:

- Supporting education professionals to meet the needs of young people
- Being a leading voice to influence LOtC policy and practice

Our core offer is around developing standards through the LOtC Mark and Quality Badge programmes and, as a result, you will observe immediate energy and focus on the development of these programmes in the coming year.

With thanks to the support from the Canal and River Trust and the Green Heritage Lottery Fund we are now able to bring CLOtC membership and mentoring to schools in the West Midlands.

We are in a stronger position now where, and we aim for every school in the country to be able to embark on their LOtC journey supported by CLOtC and high quality LOtC providers, so that children and young people will:

- be supported to be safe and healthy,
- enjoy, thrive, and flourish in their educational setting
- achieve and succeed

- experience a curriculum that is exciting and delivered by staff who are skilled and in LOTC.

Members and supporters of CLOtC are the most valuable asset to our organisation if we want to achieve this for all the communities up and down the country, and to be able to look back at the difference we've made to thousands of young people's lives. We will continue to work hard with and for you. If there is anything you think we could do better or that we've missed, please feed back and we will try to make this happen.

## **6. MINUTES OF 2020**

Steve presented the minutes of last AGM and report and asked members to confirm it is a true record. (Last AGM took place on 3 December 2020, minutes are available on the CLOtC website)

Proposed by – Ian McInnes

Seconded by – Simon Ward

## **7. ANNUAL REPORT AND FINANCIAL STATEMENT FOR THE PERIOD FROM 1 APRIL 2020 UNTIL 31 MARCH 2021**

The report was unanimously accepted.

Proposed by – David Scourfield

Seconded by – Justin Dillon

## **8. APPOINTMENT OF THE INDEPENDENT EXAMINER**

Anne suggested we review use of the existing independent examiner to make sure they are still competitive. We have been using Haines Watts for many years.

## **9. APPOINTMENT OF TRUSTEES**

Gill Harvey and Ian McInnes have kindly agreed to continue as trustees for another term.

## **10. CLOSING REMARKS**

Steve thanks everyone for attending and for their interest in charity and look forward to an even more successful year ahead.