



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

**15th November 2022**

**Meeting held virtually via Zoom**

### **Attendees:**

Anne Hunt, Kim Hudson, Steve Dool, Anthony Thomas, Clare Johnson, Dave Scourfield, Felix Pepler, Gill Harvey, Ian McInnes, Paul Airey, Sarah Wood, Terri Dawson, Fiona Groves, Mark Castle, Louise Edwards, Peter Carne, Matilda Miles, Jo Barnett, Ian Wainwright, Lesley Williams, Simon Ward, Lewis Morgan.

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

Steven Dool, Chair of the CLOtC Board of Trustees, welcomed attendees including staff and trustees (identified by show of hands).

- AGM virtual again, great to see a wide range of people here today supporting the charity.
- An intentionally short meeting – covering both an update and celebration of current operations, and then the more formal required business including review of our financial performance for the year ending March 2022 and elections.
- Overall 2021-22 was another year marked by the challenges of Covid and associated reduction in staff capacity, but another year of growth and new opportunities.

### **2. PRESENTATION FROM STAFF**

- Anne Hunt introduced the staff team
- Kim Hudson led the AGM attendees through a Powerpoint presentation of CLOtC progress this year. This included:
  - LotC Quality Badge - an introduction to the review of the scheme and an outline of other actions being taken to improve operation and value.
  - Learning Beyond - a flexible package of support for educational settings
  - Waterways, Wildlife, and Wellbeing Project - a significant project now in delivery in the West Midlands
  - New CLOtC website and CRM - a preview
  - 2023 Annual Conference coming up (2nd March 2023)

- Our new short film (an entry in the Smiley Films award.)

Anne Hunt thanked Kim and all the team for all their hard work and commitment in delivering such an amazing portfolio of developments that will help underpin CLOtC's growth.

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

Steve referenced the Annual Financial Report and Accounts.

He thanked the CEO and team, who despite the ongoing challenges protected and strengthened the charity using their initiative, creativity, and commitment to finding solutions.

He thanked the team of trustees who have continued to act with integrity, objectivity, and accountability.

The Finance Audit Committee in particular continued to support the team on a regular basis.

He acknowledged and celebrated achievements:

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

### **4. Looking forward**

CLOtC operational priorities continue to be focused on:

- Quality Assurance
- CPD and training for education establishments and LOtC providers
- Advocacy and facilitation

Three further cross-cutting operational areas support these, including fundraising and supporter income, communications and marketing, and business administration.

We are looking to continue to find ways to meet demand from schools by increasing collaboration and generating evidence.

Steve and Anne reinforced that CLOtC are still under-resourced to perform its ambitious charitable objects, so it is very much in our sights to increase capacity.

### **5. MINUTES OF 2021**

Steve presented the minutes of 2021 AGM and report and asked members to confirm it is a true record. (Last AGM took place on 15 Nov 2021, minutes are available on the CLOtC website)

Proposed by – Anthony Thomas  
Seconded by – Paul Airey

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

The report was unanimously accepted.

Proposed by – Peter Carne

Seconded by – Ian McInnes

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

This was confirmed as Haines Watts.

#### **8. APPOINTEMENT OF TRUSTEES**

Dave Scourfield kindly agreed to continue as a trustee for another term.

Proposed by Graham Lodge

Seconded by Anthony Thomas

#### **9. CLOSING REMARKS**

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