**Minutes of Club / Society Committee Meeting**

**Date:**

**Location:**

**Present:**

**Apologies:**

**In Attendance:**

|  |  |  |
| --- | --- | --- |
| **Item** | **Outline of Description** | **Action** |
| 1.0 | **Agenda**The Agenda as drafted was agreed |  |
| 2.0 | **Minutes**The Minutes (date of previous meeting) were passed |  |
| 3.0 | **Matters Arising** |  |
| 4.0 |  |  |
| 5.0 |  |  |
| 6.0 | **AOB** |  |
| 7.0 | **Date of next meeting** |  |