

AGM Minutes Template

|  |  |
| --- | --- |
| Date |  |
| Time |  |
| Venue |  |
| Number in Attendance |  |
| Review of the Year |  |
| Future Plans |  |
| Committee Structure Review |  |
| Constitution Review |  |
| Election Results (optional) |  |
| Any agenda items  (put forward prior to the meeting) |  |