


Name of Local Chaplaincy Committee:			
Name of School(s):			
MINUTES			
Date:		Venue:	Time:
Present:			
Apologies:			
<i>Item</i>	<i>Discussion</i>	<i>Action Who?</i>	<i>Due Date</i>
Minutes of last meeting			
Business Arising			
Chaplaincy Report(s)			
Correspondence In & Out			
Treasurer's Report			
Event Planning			
General Business			
Next Meeting / /2017			
Close			