



**Council of Military Education Committees
of the Universities of the United Kingdom**

Executive Committee Meeting

to be held on Thursday 20th February 2020 at 1115hrs

at ULOTC, Yeomanry House, Handel Street, London, WC1N 1NP

Agenda

Apologies for absence should be sent to the COMEC Secretary Jason Norris at secretary@comec.org.uk

1. Apologies

- To Receive: Apologies for absence.

2. Minutes

- To Confirm: The Minutes of the Executive meeting held on 21st November 2019 (COMEC_2020_02_A1)

3. Matters Arising

- Action points arising (COMEC_2020_02_A2)

4. Chairman's Report

- To Receive: A report from the Chairman

5. Treasurer's Report

- To Receive: A report from the Treasurer (COMEC_2020_02_B)
- To Consider: The COMEC budget, projected financials and future subscriptions

6. Reports from the Service Staff Officers

- To Receive: A report from each of the Service Staff Officers:
 - a. Royal Navy (COMEC_2020_02_C1, to follow)

- b. Army (COMEC_2020_02_C2)
- c. Royal Air Force (COMEC_2020_02_C3)
- d. Defence People (COMEC_2020_02_C4)

7. Conference

- To Resolve: Confirmation of venue for the 2020 COMEC AGM & Conference.
- To Receive: Update on conference planning and itinerary.

8. MEC Brief Reports

- To Receive: Tayforth MEC brief report (COMEC_2020_02_D1)
- To Receive: Exeter MEC brief report (COMEC_2020_02_D2, to follow)

9. Membership of the Executive

- To Note: The terms of office of the following members fall vacant in September:
 - Chairman (eligible for re-election, not standing)
 - Vice-Chairman
 - Treasurer (eligible for re-election)
 - Members (Hugh Hamilton and Jim Castle (eligible for re-election))
- Nominations will be invited next month for submission by July.

10. Any Other Business:

- To Consider: Any Other Business at the discretion of the Chairman.

11. Dates and Venues of Future Meetings:

- To Consider: The dates and venues of future meetings:
 - Thursday 14 May 2020 (Venue TBC)
 - Wednesday 2nd – Thursday 3rd September 2020 (RAF, Venue TBC)
 - Thursday 19 November 2020 (ULOTC, London)
 - Thursday 25th February 2021 (ULOTC, London)