



Clinical Legal Education Organisation (CLEO): Minutes of Annual General Meeting

Date	5 September 2025
Time	1.45pm
Venue	University of Liverpool

Present:

CLEO Trustees: Andy Todd (meeting chair); Amanda Crutchley; Rebecca Samaras; Frances Ridout; Lucy Yeatman; Hannah Menard.

Jennifer Akinola	Tracey Horton	Shaid Parveen
Emma Baldwin	Rebecca Howell	Amir Paz-Fuchs
Jane Barrett	Caroline Hoyle	John Peake
Fiona Farrell	Gillian Hutchens	Eliza Platts-Mills
Laura Bee	Laura Hyde	Janice Record
Helenor Birt	Elizabeth Jones	Krista Robinson
Gareth Bramley	Edward Jones	Victoria Roper
Ruth Brittle	Emma Jones	Frances Seabridge
Adam Collins	Gillian Kane	Dianne Skidmore
Megan Cowan	Lughaidh Kerin	Katie Smith
Clara Della Croce	Katherine King	Keagan Smith
Daniel Denton	Jacqueline Kinghan	Rachel Stalker
Philip Drake	Diana Kirsch	Nia Stead
Vivien Gambling	Naomi Lumsdaine	Amy Tabari
Jenny Gibbons	Hannah Marchant	Mark Thomas
Caroline Gibby	Nicole Marshall	Asif Timol
Emma Goodwin	Paul Massey	Jo Underwood
Richard Grimes	Hayley McGrath	Andrew Unger
Sumita Gupta	Paul McKeown	Karen Watton
Lee Hansen	Chidinma Odaghara	Cameron Wong McDermott
Liz Hardie	Julie O'Hare	Anna Weerakkody
Gemma Hargrave	James Organ	

No.	Agenda item to be considered by members	Details
1.	Report of the trustees and updates	<p>Update on CLEO activities over the last year, provided in person by CLEO trustees and members, and taken from the Chairs' Report circulated in advance of the meeting.</p> <p>Live Updates:</p> <ol style="list-style-type: none"> Website, Teams site, podcast and blog (Andy Todd) <ul style="list-style-type: none"> The new CLEO website is now live (with thanks to trustee Mat Gray for working with the website designer): https://www.cleo-uk.org/ .



		<ul style="list-style-type: none"> - The new CLEO Teams site is also live (with thanks to Mat Gray for organising the purchase of 365 and to trustee Linden Thomas for taking responsibility for setting up the various Teams channels). Members were asked to complete Microsoft Forms survey (linked via QR code during the AGM) to indicate which channels they wished to participate in. - A CLEO podcast and CLEO blog were suggested by members during last year’s AGM and with thanks to trustee Malcolm Combe and CLEO member Jen Morgan (blog) and to CLEO member Sharan Sandhu (podcast), both are now live on LinkedIn (blog) and Spotify (podcast). These will be hosted on the new website within the coming weeks. <p>2. Ukraine project (CLEO member Rachel Stalker)</p> <ul style="list-style-type: none"> - A memorandum of understanding with the Association of Legal Clinics of Ukraine is now signed. The Ukraine project team will be in contact with CLEO members via CLEO News to ask for volunteers to buddy with Ukrainian clinics. <p>3. Clinical Legal Education Recognition List (CLEO trustee Amanda Crutchley)</p> <ul style="list-style-type: none"> - The CLERL was introduced and will come into effect from September 2025. This entitles students who have provided 25 hours or more of legal advice and assistance to achieve access to justice and community impact during the 2025-2026 academic year. The details of the List, including FAQs on what constitutes advice and assistance, will be circulated via CLEO News. <p>Chair’s report: This was discussed and points expanded upon and clarified. A copy of the report is held on the CLEO website.</p>
2.	Receipt of annual accounts	<p>The Chair explained that CLEO does not have a regular source of income. However, income is generated via events.</p> <p>As at the end of the financial year (April 2025), CLEO had £6,914 in its bank account. Accounts are submitted to the Charity Commission every year and a copy of the latest accounts for the last financial year was circulated to members with the papers for the AGM and voted at the AGM.</p> <p>The Chair noted that the investment into Microsoft 365 and the new website will be considered in the accounts for the year ending April 2026.</p>



3.	CLEO Trustees	<p>Retirements from trustee board: The Chair reported that during 2024-25:</p> <ul style="list-style-type: none"> - Jane Krishnadas, Omar Madhloom, Louise Hewitt and Lyndsey Bengtsson resigned from their roles as CLEO trustees (Lyndsey also from her role as CLEO treasurer). - Jane, Omar, Louise and Lyndsey were thanked for their hard work, commitment and contribution to CLEO. - Lucy Blackburn stepped down from her role as co-Chair (but remains a trustee of CLEO). Lucy was thanked for her commitment to CLEO in her co-Chair role. <p>New co-chair and treasurer:</p> <ul style="list-style-type: none"> - Francine Ryan was unanimously voted in as CLEO co-Chair from June 2025. - Mathew Gray was unanimously voted in as Treasurer of CLEO from June 2025. <p>Retirement and re-election:</p> <ul style="list-style-type: none"> • Requirements of CLEO’s constitution were outlined. • The following trustees stood down and stood again for re-election: <ul style="list-style-type: none"> - Lucy Blackburn - Malcolm Combe - Donald Nicolson <p>All trustees above re-elected. Vote carried.</p> <p>New trustees sought: CLEO is currently seeking up to two individuals to join its Board of Trustees. As an organisation CLEO strives to be diverse and inclusive. We particularly encourage applications from those who are from demographics that are currently underrepresented on the Board, as well as from those who are in the early years of their clinical experience. The Chair noted that an advertisement would be circulated via the CLEO News list within the next few weeks.</p>
4.	Trustee Q&A	<p>The following points were discussed:</p> <ul style="list-style-type: none"> - The potential for a student representative on CLEO’s trustee board and/or a student CLEO committee. <i>It was noted that this had been mooted previously, and that Omar had held a student symposium in 2021. This will be discussed at the next CLEO trustee meeting (Jan-Feb 2026).</i> - Whether CLEO actively seeks out international collaborations.



		<p><i>Linden Thomas' representative role for CLEO on the ENCLE committee was noted. It was noted that CLEO was approached by ALCU to look at a buddying system. CLEO would be open to considering approaches from similar national associations which represent the collective interests of university clinicians. Whether to actively seek out links with international associations will be explored during the next CLEO trustee meeting (Jan-Feb 2026).</i></p>
5.	Any Other Business	None.