



**04 Board of the Trustees**  
**29/04/2014**

**Action**

**40 ATTENDANCE**

**40.1 Members Present**

James Barlow (External trustee), Megan Bennett (Officer trustee), Gabbi Foreman (Officer trustee), Jack Goodwin (Officer trustee), Tomeeka Johnson (Student trustee), Paul McHugh (External trustee), Janice Maclean (External trustee - CHAIR), Patrick Selby (Student trustee), Daryl Sharpe (Officer trustee)

**In Attendance**

Linda Collett (Minute taker), Gill Thompson (Chief Executive)

**40.2 Apologies**

Cheryl Brint (Student trustee), Gail Cottage (Student trustee), Claire Sharples (External trustee),

**40.3 Absent**

None

**40.4 Declaration of interest**

None

**41 ACCEPTANCE OF PREVIOUS MINUTES**

**41.1 Accuracy**

The previous Minutes were accepted as a true record. It was agreed that, in future, approved minutes would be signed by the Chair and therefore an original copy should be brought to the meeting.

**LC**

**41.2 Matters Arising**

20 – Student newspaper – No research had yet been carried out but the current Communications Rep was interested and may want to take this forward. It was hoped that plans could be put in place for the newspaper to go into print for the next academic year.

**MB**

31 – “Inside Out” programme – This had now been broadcast and thanks were extended to all those involved.

**All**

34 – Recruitment of trustees – There had been no development on the recruitment of external trustees and it was suggested that an advertisement be placed on the NUS website but that local networks should be used in the first instance.

37 – Steering our Union – This item to be discussed by the new officer team.

38 – Investors in Volunteers – Accreditation had now been gained and information would be posted on the website. Thanks and congratulations were extended to Stephanie Lane who had co-ordinated the audit.

**42 CHIEF EXECUTIVE’S REPORT**

**1. Executive officer elections**

Congratulations were offered to MB and DS on their re-election. It was noted that the June meeting would be the last for TJ, PS and CB.

Officers reported that the re-distribution of workloads following the resignation of the President had not caused any major problems. JM expressed her gratitude to the remaining officers for taking on the extra workload in order that the Union could continue as normal.

**4. Budget meeting**

GT advised that her research into funding for comparator unions had shown that Anglia Ruskin SU compared quite well: about midway in the table. However, this information alone was inconclusive as there were other variables such as level of service, distribution of students and trading surpluses.

It was noted that no figure had been included in the budget for Books+ and that there was

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a danger that any uplift to our grant could be jeopardised on an assumption that the Union would have an income from Books+.

5. Auto enrolment

The Board **APPROVED** the proposal to change student staff wages to 4/5 weekly.

6. UNUM Death in Service benefits

The Board **AGREED** that the death in service payment should only be paid to staff who were part of the full contribution pension scheme.

8. Previous incidence of fraud

GT agreed to keep the Board informed.

#### **43 FINANCIAL REPORT**

There had been an indication that the budgets could be phased correctly with immediate effect. JB urged caution but agreed that it should be possible.

It was noted that MK31 – Cambridge Shop - was still underperforming and that this would be discussed in depth at the next USG meeting. Officers were committed to promoting the shop and wanted it to remain open for another year. On the assumption that a break even figure had been forecast for 2014-15, and with the intervention of our Commercial Development Manager, PMcH said that in his view the shop should be given another year to see how it may be developed. A report would be included in the Financial Report for the June Board of Trustees meeting.

#### **44 OFFICERS' REPORTS**

Officers presented their reports and took questions from the Board.

The reports were received and noted.

#### **45 CYCLE OF BUSINESS**

It was agreed that an SUSS update be included on the agenda as a permanent item. Also that the quarterly newsletters from the SUSS Trustees should be added to the Board papers when received.

It was noted that the first Board meeting of next year in August would be face to face and held in Chelmsford. It was agreed that only one Board meeting per year would be face to face. Departmental reports would not be available until October and the approval of estimates for the following year's budget to be changed to approval of the budget in June.

The Cycle of Business was **APPROVED**.

#### **46 NUS AUTHORISED REPRESENTATIVE**

It was **AGREED** that the Chief Executive should act as the NUS authorised representative.

#### **47 STUDENT TRUSTEE FEEDBACK**

Student trustees expressed their approval of the officers' reports.

#### **48 RISK REGISTER**

Version 17 of the risk register was **APPROVED**.

#### **49 ANY OTHER BUSINESS**

##### **49.1 Claire Sharples**

CS had offered to resign as she had been unable to attend recent meetings. The Board felt that CS was a valued member and agreed that she should be asked to continue in her role, but that the situation should be reviewed from time to time for all Trustees.

##### **49.2 Jack Goodwin**

JM thanked JG for his contribution to the Board and wished him well for the future.

#### **50 DATE AND TIME OF NEXT MEETING**

**Wednesday 11 June 2014 – 4.00-7.00 pm by video conference (MAB 006/Hel 006)**

*M Bennett*

12.06.14