

MINUTES OF THE PROCEEDINGS  
of the fourth ordinary meeting of  
the  
**Clubs and Societies Board**  
of the  
Imperial College Union  
in the 2007-08 Session

The meeting of the Clubs and Societies Board was held in the Union Building on 11<sup>th</sup> December 2007 at 18.01pm in Meeting Room 7.

**Present:**

<b>Position</b>	<b>Name</b>
Deputy President (Clubs & Societies) – Chair	Alistair Cott
Deputy President (Finance & Services)	Chris Larvin (Arrived 18.16)
C&G CU Representative	Michael Chan
Media Group Chair	Karl Bonney
Community Action Group Chair	Kewen Chen
Arts and Entertainment Board Chair	Andrew Mason
Recreational Clubs Committee Chair	Eugene Chang
RCSU Representative	David Charles

**Apologies:** President Steven Brown (proxy Alistair Cott), Deputy President (Education & Welfare) Kirsty Patterson, Athletic Clubs Committee Chair Luke Taylor, Social Clubs Committee Chair Lilly Topham, Wye Union Society Representative Leila Serrano, Rag Chair Karandeep Dhanoa, Overseas Societies Committee Chair Marie-Louise Awolaja

**Not present:** ICSMSU Representative Silwood Park Union Representative Royal School of Mines Committee Chair Daniel Hill

**Observers:**

Peter Mabbott (Clerk to the Committee)

**1. CHAIR'S BUSINESS**

**NOTED:**

- a) The minutes to the previous meeting were not available, but as an interim measure, a list of agreed actions had been written which are reported below:
  - i. The American Football society had appealed an NCC decision to CSB, and been referred back to the NCC. However, no records of last years NCC had been kept and thus there is not record of this.
  - ii. It was suggested that American Football return to the NCC for funding, and that the NCC standing orders be amended so that clubs founded late in the year be funded by the NCC for 18 months.
  - iii. The action regarding NCC policy resulted in the RCC Chair's paper to the committee (agenda item 6).

**Action:**

- 1. The Deputy President (Clubs & Societies) to bring a paper to the next meeting of CSB putting the above proposal in place.**

## 2. CSB FINANCE REPORT

RECEIVED: The paper was presented on behalf of the absent Deputy President (Finance & Services) by the Chair.

### RESOLVED:

- 1) To accept the paper.

## 3. MINIBUS CHARGING

RECEIVED: The paper was presented on behalf of the absent Deputy President (Finance & Services) by the Chair.

### NOTED:

- a) The price increases are reflection of the increase of inflation.
- b) There were no objections to the proposed increased.

### RESOLVED:

- 1) To increase the minibus charges to the proposed levels.

#### Current Hire Charges

Period	12 Seater or less	15 to 17 Seater
Up to 2.00 hours	£15.00	£20.00
2.01 – 4.00 hours	£26.00	£38.00
4.01 – 6.00 hours	£42.00	£58.00
6.01 –12.00 hours	£53.00	£75.00
12.01 – 24.00 hours (weekdays)	£72.00	£90.00
12.01 – 24.00 hours (weekends)	£90.00	£105.00
Weekend (Fri 3pm – Sun 23.59)	£180.00	£210.00
Extra Days (On top of w/e hire only)	£30.00 per day	£42.00 per day

#### Proposed Charges from 1<sup>st</sup> August 2008

Period	12 Seater or less	15 to 17 Seater
Up to 2.00 hours	£16.00	£21.00
2.01 – 4.00 hours	£27.50	£40.00
4.01 – 6.00 hours	£44.00	£61.00
6.01 –12.00 hours	£56.00	£78.00
12.01 – 24.00 hours (weekdays)	£76.00	£95.00
12.01 – 24.00 hours (weekends)	£95.00	£110.00
Weekend (Fri 3pm – Sun 23.59)	£190.00	£220.00
Extra Days (On top of w/e hire only)	£32.00 per day	£44.00 per day

## 4. CAG APPEAL

RECEIVED: The paper was presented by the CAG representative Kewen Chen

### NOTED:

- a) After a short discussion, the paper was withdrawn.

## 5. UPDATE TO NCC AND C&S POLICIES

RECEIVED: The paper was presented by RCC Chair

NOTED:

- a) The paper was amended to change resolutions 2 and 3 to include the phrase “, or the budget allocation to the club or society” immediately after “allocate a club or society to a particular CSC/FU”.

RESOLVED:

### 1) To accept the paper as amended as below:

1) To amend 76 vi) to read:

**Membership forms** – a form for each member of the club. This is not required for members who join the club online through the Imperial College Union website;

2) To amend item 39 of the Clubs and Societies Policy to read:

*Any Full Member of the Union (regardless of whether he or she is connected with the new club or society) may appeal the decision of the New Clubs and Societies Committee to approve or disapprove the new club or society and its decision to allocate a club or society to a particular CSC/FU, or the budget allocation to the club or society, to the Clubs and Societies Board. Its decision on approving the new club or society shall be final.*

3) To amend item 5.4 of the New Clubs Policy to read:

*Any Full Member of the Union may appeal the decision of the committee to create or reject a proposed club or society, and its decision to allocate a club or society to a particular CSC/FU, or the budget allocation to the club or society, to the Clubs and Societies Board, whose decision is final.*

4) To amend item 53 of the Clubs and Societies Policy to read:

*A club or society may be classed as dormant if it has not elected its minimum committee (see section 58), if it has under twenty members or if it has not attended the prerequisite number of CSC/FU meetings outlined in the CSC/FU standing orders. The CSC or Faculty Union is responsible for categorising the club or society as dormant, and exceptions may be made with good reason*

ACTION:

1. To update the C&S and NCC policies to reflect the changes given in the paper.

## 6. ANY OTHER BUSINESS

### 6.1 RCC STANDING ORDERS

NOTED:

- a) Copies of the latest version of the RCC Standing Orders were circulated.
- b) In accordance with policy, the CSB is asked to approve the updated RCC Standing Orders.
  - i. The main changes are to do with the closure of clubs, in part 9.
  - ii. The reference to Knit Sock should omit the last 'k', the Wargames Club should be the Wargames Society.

RESOLVED:

- 1) To accept the amended RCC Standing orders.

## 6.2 BUDGETING AND FUNDING

### NOTED:

- a) The Deputy President (Finance & Services) circulated a paper discussing the amendments to funding policy and club budgeting.
- b) It was noted that the timeframe was basically unchanged from last year
- c) The budgeting spreadsheet will be out later than usual
- d) A briefing document will be out at the beginning of next term.
- e) Clubs will have approximately one month to do their budget applications.
- f) The RCC Chair expressed concern that the new sheet might be out late, selling clubs short.
- g) If the new sheet isn't ready on time, the old sheet will be used.
- h) The paper was amended to change the section on membership charges to move contingency and insurance to the 0% charged section, and Ground Hire to 10%.
- i) Overspend should automatically count as 0% in terms of this budgeting, and not penalise applications in the next year (this changes some models shown in the paper)
- j) It was agreed to adopt "75% - corrected under spend" as the new funding model.

### RESOLVED:

- 1) To accept the paper on Funding Policy.**
- 2) To adopt the 75% - corrected underspend" as the funding model**

## 6.3 NCC UPDATE

### NOTED:

- a) The Deputy President (Clubs & Societies) had intended to present his informal notes on the NCC, but his computer crashed. However, he was able to list the following items:
  - i. Knit Soc has been set up
  - ii. Music Soc has been set up
  - iii. Street Magic were given £50

## 6.4 MISCELLANEOUS BUSINESS

- a) Jon Matthews reported that the Tours sheet is nearly finished – volunteers for breaking it were requested
- b) Some clubs are breaching financial procedures and going over their financial limits. This is being followed up on
- c) Imperial Investment Club have been set up outside of Imperial College Union – even if they were part of the union their activities would breach all kinds of rules and regulations.

**Meeting closed 19.25**

### DATE OF NEXT MEETING –

Approved as a correct record at a meeting of Clubs and Societies Board

on \_\_\_\_\_ 2007/08

\_\_\_\_\_ Chair of the Meeting