

MINUTES OF THE PROCEEDINGS
of the sixth 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 4th March 2008 at 6.10pm in Meeting Room 7.

Present:

Position	Name
Deputy President (Clubs & Societies) – Chair	Alistair Cott
President	Steven Brown
Deputy President (Finance & Services)	Chris Larvin
CGCU Representative	Michael Chan
ICSMSU Representative	Guy Martin
RCSU Representative	David Charles
Overseas Societies Committee Chair	Marie-Louise Awolaja
Community Action Group representative	Kewen Chen
Arts and Entertainment Board Chair	Andrew Mason
Athletic Clubs Committee representative	Mary Williamson
Media Group Chair	Karl Bonney
Recreational Clubs Committee Chair	Eugene Chang
Royal School of Mines Committee Chair	Daniel Hill
Social Clubs Committee Chair	Lily Topham

Apologies: Deputy President (Education & Welfare) Kirsty Patterson (proxy to Rosie Smithells), Wye Union Society Representative Leila Serrano

Not present:, Silwood Park Union Representative Alan Jones, Rag Chair Karandeep Dhanoa

Observers:

ICSMSU President Tim Wills, ICSMSU Treasurer James Smith, RSM Treasurer Rosie Smithells, Dance Treasurer Lauren Machin, Dance Secretary Lauren Lior-Liechtenstein, RCC Treasurer Sandeep Mavida, Media Group Treasurer Amadeus Stevenson, ACC Treasurer Yun Wang, RCC equipment officer Andrew Mclellan, Membership Services Manager Phil Power, Governance and Administration coordinator Rebecca Coxhead

1. CHAIR'S BUSINESS

- a) The meeting on the 18th May will most likely be cancelled.
- b) The President stated that the funding for clubs displaced by the building development will be funded by the building redevelopment pot and thus do not to be considered during budgeting.
- c) Summer Tours will be considered at the 29th April meeting.
 - i. The deadline for submission will 1 week before the meeting.

- ii. CSC's to inform their clubs of the tour application deadline.

ACTION:

1. **CSC's to inform their clubs of the tour application deadline.**

2. MINUTES FROM LAST MEETINGS – 28TH JANUARY 2008

RESOLVED:

- 1) **To pass the minutes as a correct record.**

3. MATTERS ARISING

NOTED:

- a) The tour sheets have now been given by Jon Matthews.
- b) All transfers have now been followed up.
 - i. Riding and Polo will receive the £1000 shortly.
- c) The NCC standing orders are still being revised and will be presented to CSB by the end of the year.
- d) The services policy will be worked on in the new term.

4. DANCE CLUB CONTINGENCY CLAIM

RECEIVED: The paper was presented by the Dance Treasurer Lauren Machin

NOTED:

- a) The RCC Chair stated that the RCC pot can not cover this amount.
- b) It was assured that a 'proper' lock will be fitted to the stores once the equipment has been replaced.
- c) It was suggested that the club also apply to the Harlington and IC Trusts to seek funding for the equipment.
 - i. The club stated that they needed the equipment as soon as possible but that they were more than happy to apply to the trusts.
 - ii. It was suggested that the contingency be allocated to the club on the proviso that they also apply to Harlington and IC trusts. There were no objections and it was resolved.

RESOLVED:

- 1) **To allocate £1134.75 as contingency to the ICU Dance club for the replacement of stolen equipment on the proviso that they also seek funding from the Harlington and IC Trusts.**

5. BUDGET NEGOTIATIONS

NOTED:

- a) The Deputy President (Finance & Services) stated that if the allocations are not done fairly, Executive Committee will overrule the decision and this function will be taken away from CSB.
- b) It was reminded that the figures will be subject to change as the contingency from College is not yet known.
- c) It was reminded that clubs must appeal to the first meeting of Clubs and Societies Board in the 08-09 session or failing that, to Executive Committee.
- d) It was clarified that any under spend from Clubs and Societies will go to the Executive Committee reserves, however Tours underspend will roll over in to the Tours pot.

- e) It was clarified that there had been no budgets submitted for the RCSU due to family reasons, the OSC due to confusion within the committee, the GSA due to the committee only recently being fully populated and WCUS and Silwood were not asked.
- f) In regards to the CSB pot, the Deputy President (Finance & Services) stated that sponsorship has been sought for the Clubs and Societies handbook which means there has been an increase in the tours, NCC and contingency pots.
- g) It is most likely that the IC Trust will give their tour budget allocation to the Union to so that the Union then allocates this money.
 - i. This will save clubs apply to one source for tours funding.
 - ii. IC Trust will most likely be giving its equipment budget to the Harlington trust to divvy out.
- h) CSB had no objections to the suggested CSB allocation.

RESOLVED:

1) To allocate the following:

C&S Grants	£359,000.00
Tours	£16,000.00
New Clubs	£2,200.00
Contingency	£4,900.00
CEPs	£21,000.00
Handbook	£9,000.00
Total	£412,100.00

- i) In regards to the GSA, it was suggested to give an above inflation increase.
 - i. It is important to give support to the GSA in this recent phase of change.
 - ii. The President stated that its important to not throw money at the GSA, but also don't want it hindered by lack of funding.
 - iii. It was suggested to allocate £1500 to the GSA and there were no objections.

RESOLVED:

2) To allocate £1500 to the GSA.

- j) In regards to Silwood, the number of students is set in increase next year.
 - i. It was clarified that they have under spent, however it is dependant on the Executive Committee each year as to how active they are and thus use funding.
 - ii. It was suggested to give an inflationary increase to Silwood. There were no objections.

RESOLVED:

3) To allocate £3734.50 to Silwood.

- k) In regards to WCUS, it was anticipated that Wye was going to be transferred to Kent Union.
 - i. This year, the Union have had to allocate and extra £6k due to under allocation last year. .
 - ii. The student numbers are dropping to about 100 next year.
 - iii. There are fixed costs that are associated with WCUS such as administration costs.
 - iv. It was suggested to give WCUS £8000, there were no objections.

RESOLVED:

4) To allocated £8000 to WCUS.

- l) In regards to CAG, Kewen Chen stated that he is unsure how much external grant will be received next year.
 - i. The allocated amount will go towards transport costs.
 - ii. There were no objections to fund CAG £850.

RESOLVED:

5) To allocate £850 to CAG.

- m) In regards to the ACC, Mary Williamson passed on the ACC Chair's apologies for missing this meeting.
 - i. The ACC are now requesting £154038.24 and not the £159000 as originally submitted which included provision for clubs having to move for the Masterplan.
 - ii. When questioned why the under spend was £17000, it was explained that there is some confusions as to what pots clubs should be spending from; this is a training issue that will hopefully be resolved in the coming year.
 - iii. ACC members pay approximately 1/3 of the associated costs.
 - iv. Some martial arts clubs have not yet submitted budgets and so would like to allow for this within the contingency.
- n) In regards to the A&E, the A&E Chair stated that he has asked for an increase on last year.
 - i. Dramsoc are self funding.
 - ii. Money is being sought from Harlington trust for equipment.
 - iii. A large amount of the funding is taken up with copy write material.
- o) In regards to CGCU, Michael Chan stated that the Motorclub has requested more funding for next year.
 - i. It was acknowledged that the CGCU have overspent this year.
 - ii. It was pointed out there is a large amount of deptsocs that come under CGCU.
- p) In regards to ICSMSU, it was pointed out that they are asking for a 9.1% increase.
 - i. ICSMSU Executive Committee are funding Biomed, Christian Medics and EMSA.
 - ii. The under spend is due to having ring fenced money for the affirmation ceremony.
 - iii. The common room at Hammersmith campus needs to be improved due to the increased amount of teaching that is being undertaken there.
- q) In regards to Media group, the Media Group chair stated that they are only asking for 20% of total budget requirements.
 - i. Felix needs money to start off at the beginning of the year.
 - ii. Although Felix has greatly improved its spending efficiency and advertising income, it is unknown if this will continue in the subsequent year.
- r) In regards to the OSC, the OSC Chair apologised for not having a budget to present.
 - i. Clubs have submitted budgets, however there was confusion within the OSC Executive Committee; clubs should not be punished for this.
 - ii. The OSC is requesting the same amount as last year with an inflationary increase.
- s) In regards to the RCC, the RCC Chair stated that they have acquired 5 new clubs this year.
 - i. 2 of the new clubs are extremely expensive to run.
 - ii. Large expenses for equipment replacement occur approximately every 3 years; these are not CEPs, they are rolling replacement costs which are vital for the Health and Safety aspect of activity.
 - iii. It was acknowledged that a large amount of the money goes to a small amount of clubs.

- iv. On average, club members cover 70% of the activity cost within the RCC.
- v. It was pointed that it is difficult to gain sponsorship for RCC clubs as the majority of the activity takes place in areas that are not heavily populated, such as up mountains or bottom of oceans, which is a not a strong selling point when seeking sponsorship.
- t) In regards to the RCSU, David Charles stated that they are only asking for a slightly above inflation increase; £5000 in total.
 - i. There has been an increase in the amount of students within the RCSU.
 - ii. It is anticipated that there will be an increase in the amount of biology and maths students as College is looking to increase the sciences.
 - iii. The RCSU is currently the lowest funded of all the FU's.
 - iv. In regards to the under spend, Physoc had £1000 turn up in their account which was unexplained and they could not spend it in time.
- u) In regards to the RSM, Rosie Smithells stated that they were asking for £3692 due to an increase of club activity, namely hockey.
 - i. The Deputy President (Finance & Services) expressed his conflict due to him being a member of the RSM.
 - ii. Geosoc is a new club that sits under the RSM.
 - iii. There are a large amount of sports clubs within the RSM which are expensive to run.
- v) In regards to the SCC the SCC Chair stated that last years SCC chair requested a cut which was due to clubs not being able to spend their allocations.
 - i. The total budget requested is £17697
 - ii. The SCC has a policy of not funding large events due to their ability to self fund with ticket sales.

Clubs and Societies Board recessed at 7.30-7.45pm

- w) Budget cuts round 1
 - i. ICSMSU dropped their request to £12897.66.
 - ii. It was pointed that last year the ICSMSU had a 25% increase on budget.
 - iii. ACC increased their bid by £4000 to £15807.46 which they wanted for contingency.
 - iv. The SCC Chair expressed her concern that the SCC undertake similar events to the OSC and yet the OSC receive much more funding.
 - v. The disparity in memberships were pointed in that RCC mountaineering have 10 members, RCC have 60 and medics mountaineering are asking for a lot more than the RCC.
 - vi. Due to the OSC not producing documentation, it was suggested that they be cut harshly and let them appeal to Executive Committee.
 - vii. It was reminded that OSC have greatly improved over the past few years and that they should not be hindered in getting back on track.
 - viii. It was suggested that Felix take a cut with application to the Executive Committee is required.
 - ix. Media offered to take a cut to bring their total down to £10000 on the proviso that they are removed from any further cut. There was no objection to this.

RESOLVED:

6) To allocate £10000 to Media group and that they be removed from any further budget cut.

- x. RSM removed £120 to take out the phone line as this is not used. This take the RSM to a below inflation cut of £3572

- xi. Medics took a cut to bring their total to £77678.62
- xii. A&E dropped their amount to £14000
- xiii. CGCU offered a cut of £500 taking its total to £13000; this was then dropped further to £12000
- xiv. RCC cut £1300 taking their total to £69478.88
- xv. OSC reduced their bid to £7000.
- xvi. It was stated that inflation is actually 6.5%

Clubs and Societies Board recessed at 9.20-9.40pm

- x) Budget cuts round 2
 - i. CGCU defended their request by stating that they are spending extremely efficiently.
 - ii. It was pointed out that CGCU faculty grant is quite large and they are a good sponsorship opportunity.
 - iii. It was accepted that CGCU receive £10500 if they are then removed from any further budget cuts.

RESOLVED:

7) To allocate £10500 to CGCU and that they be removed from any further budget cut.

- iv. ICSMSU dropped their budget request to £71000.
- v. A&E dropped £500 to £13500
- vi. The RCSU faculty grant of £10000 goes mostly towards the science challenge.
- vii. ICSMSU dropped their bid again to £68500
- viii. RSM dropped their bid to £3500
- ix. RCSU dropped their bid to £4800
- x. A&E dropped their bid to £13000
- xi. ACC was decided to remain at £158087.46.
- xii. It was suggested to drop WCUS to £7000
- xiii. The remainder was split between the RCC and ICSMSU the following amounts were agreed in principal

ACC	£158,087.46
A&E	£13,000.00
CGCU	£10,500.00
ICSMSU	£68,064.08
Media	£10,000.00
OSC	£6,500.00
RCC	£67,542.96
RCSU	£4,800.00
RSM	£3,500.00
SCC	£3,921.00
Silwood	£3,734.50
Wye	£7,000.00
Union Council	£850.00
GSA	£1,500.00
Total	£359,000.00

Meeting closed 10.30pm

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

on _____ 2007/08

_____ Chair of the Meeting