



MINUTES OF THE PROCEEDINGS  
of the fifth ordinary meeting of the  
Clubs, Societies and Projects Board  
of the Imperial College Union  
in the 2013-14 Session

The meeting of the Clubs and Societies Board was held in the Union Dining Hall in the Union Building on the 18<sup>th</sup> of February 2014 at 6pm.

**Present:**

ICU President	David	Goldsmith
Deputy President (Clubs & Societies)	Yasmin	Edwards
Deputy President (Finance & Services)	Kieron	Creagh
Deputy President (Education)	Natalie	Kempston
Deputy President (Welfare)	Marissa	Lewis
Arts and Entertainment Board Chair	Alex	Savell
Athletic Clubs Committee Chair	Chew	Liew
C&GU Vice President Finance and Societies	Yuchen	Wang
CAG Chair	Sam	Page
ICSM Clubs & Societies Officer	Patrick	McGowan
Media Group Treasurer	James	Dunn
Overseas Students Committee Treasurer	Yuri	Ichinose
RAG Treasurer	Ben	Fernando
RCSU President	Plabon	Saha
Recreational Clubs Committee Chair	Thomas	Wheeler
RSMU Vice President of Clubs and Societies	Emma	Tomms
SCC Chair	Michail	Ntinalexis
<b>Permanent Observers</b>		
Student Activities Manager	Anthony	Crowther
Student Activities Coordinator	Katie	Colthurst

**Apologies:** Membership Services Manager Phil Power.

**Observers:** Rachel Gregory ACC Treasurer, Dongwhi Kim RCSU Vice President (Operations), Richard Cameron RCC Treasurer, Sue Hong OSC Secretary, Andreas Thomik GSU President, Gheorghe-Theodor Bercea GSU Treasurer, Steve Tran ICSMSU President, John Golden ICSMSU Treasurer, John Lee SCC Treasurer, Thomas Bradley A&E Treasurer, Anusha Vijeyaratnam RAG Vice Treasurer, RSMSU Treasurer Owen Roberts, Emily Pennington RSM President, Lejon Chua C&GU President.

## **1.0 Chairs Business:**

### **2.0 Minutes of last meeting – 21/01/14**

2.1 The minutes were passed unanimously

### **3.0 Matters arising:**

3.1 No matters arising

### **4.0 Budgeting:**

4.1 The Budgeting rules were outlined as detailed below:

- i. Only one person to speak at a time.
- ii. Only speak once the chair has invited you to speak.
- iii. The chair may move items to the vote.
- iv. If you wish to make a point, raise your hand and the chair will note your name.
- v. Any points made must be new and brief.
- vi. If a proposal is made and seconded it will move to a vote immediately and no more points may be made until the vote has been made.
- vii. You may freely second a proposal.
- viii. No texting or use of social media during the meeting
- ix. No alcohol is permitted during the meeting. Not adhering to this will result in expulsion from the meeting for a period of time at the discretion of the chair.
- x. The Chair may call a break in the proceedings and will specify the length.
- xi. No swearing or shouting
- xii. No personal attacks.
- xiii. Once agreed by the board, these rules cannot be amended, recalled or corrected during the meeting, except by the chair.

1. First offence-verbal warning

2. Second offence- expulsion from the meeting for a period of time at the discretion of the chair.

4.1.1 The Board voted to accept the rules as outlined above

**Resolved:** The Board resolved to accept the budgeting rules as outlined above

**Noted:** It is noted that all members of CSPB who are present have received and viewed the papers and spreadsheets sent out by the DPCS and DPFS.

4.1.2 The Budgeting decision recommendation was presented by the DPCS and DPCS.

- It is noted that the introduction of a development fund to CSPB next year will provide CSPB's with more opportunities and allow CSPB to encourage and support new initiatives.
- It is noted that the introduction of the development fund will result in a decrease in the size of the pot that is initially allocated to CSPBs.
- It is noted that a larger contingency and development pot has been recommended due to the breadth of opportunities the development fund will support (new, developing and expanding clubs).
- Last year it is noted that CWB received £2000 from the pot

**It is proposed that the CWB allocation should be increased to £2000**

**Vote: For: 2 Rejections: 14**

**It is proposed that the Board vote to accept the Budgeting Decision Recommendation Paper as presented by the DPCS and DPFS.**

**Vote: For: 13 Rejections: 1 Abstentions: 2**

#### **4.2 Queried Lines:**

**Noted:** It is noted that Management Groups will have the opportunity to defend all queried lines. The queried lines will be considered in categories dependant on the reason for the query. These categories will be considered alphabetically as detailed below.

##### **4.2.1 Aims**

###### **A635 – OSC Singapore:**

It is queried that sport is not a core activity for OSC Singapore and therefore should not be considered in CSPB – A.

It is noted that the core aims of OSC Singapore are to bring people together and sport accomplishes this.

**It is proposed that line A635 should be kept in CSPB -A.**

**Vote: For = 3 Against = 10 Abstentions = 3**

**The proposal failed.**

###### **A902 – RCSU Exec:**

It is noted that the RCSU Exec feel that the publication is core as it informs students about science and current scientific events and is therefore directly relevant to their core aims.

It is proposed that the query for line A902 should be ignored.

**Vote: For = 12 Abstentions = 4**

**The proposal is passed.**

###### **A307 – EESoc**

It is queried that the activity is not core and therefore should not be funded. It is also argued that the club have a large SGI and contingency of £19,000 therefore do not need the funding.

It is noted that C&GCU feel the activity fulfils their core aims of bringing people together.

**No proposal is made.**

**A305 – CGCU Chemical Engineering-** it is noted that the club have experienced an increase in attendance this year.

It is noted that the club have received sponsorship and department funding that they have not declared in their budget.

It is proposed that the query for line A305 should be ignored.

**Vote: For = 13 Abstentions = 1 Against: 2**

**The proposal is passed.**

**A343 GSU** – It is noted that the GSU feel that publicity is essential and contributes to their core aims of promoting opportunities for postgraduate students.

It is noted that CSPB will not fund freebies or t-shirts for committee members.

It is proposed that the query line for A343 should be removed from CSPB –A

**Vote: For = 13 Abstentions = 3**

**The proposal passes.**

There is a proposal to vote to remove all other query lines classified as 'Aims' from CSPB-A and take the recommendation made regarding those lines.

**Vote: For = 14 Abstentions = 2**

**The proposal passes.**

**It is noted that all future proposals will be made as 'to fund as CSPB-A' or 'not to fund as CSPB-A'**

**Charity:**

**A299 – CAG Soup Run:**

It is noted that Soup Run does not provide a donation to charity, but instead provide a service to homeless people every Sunday.

It is noted that Soup Run would not be able to function as a project if their consumables budget is removed and providing drinks are essential to the core aims of the project.

A proposal is made to fund line A299 in CSPB-A

**Vote: For = 14 Abstentions = 2**

**The proposal passes.**

**A293 - CAG El Salvador:**

It is noted that this query is not in the correct category and has been queried due to confusion over the conversion rate.

It is noted that the El Salvador project is a building project and this request is for bottled water for the students who are working on the project.

A proposal is made to fund line A293 in CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A287-A289 CAG Equinox:**

It is noted that the project is asking for an increase as they did not receive any funding from the Faculty of Engineering this year.

A proposal is made to move line A287-A289 to CSPB-B as they are not core funding requests.

**Vote: For = 16**

**A984 and A985 SCC Enactus:**

It is noted that there is not a justification of cost here and this request could be made from the Development fund.

A proposal is made to move these lines to CSPB-B and for more information about the event to be provided.

**Vote: For = 16**

**The proposal passes.**

A proposal is made not to fund all remaining query lines in CSPB-A.

**Vote: For = 13 Abstentions = 3**

**The proposal passes.**

**Expense:**

It is noted that a discussion was held with regards to whether queries surrounding expenditure should be considered before or after the % category funding.

It is noted that queries surrounding expense fall into two categories:

- 1) Activities that are too expensive and should not be funded.
- 2) Activities that are requesting a high subsidy and the subsidy % should be decreased.

A proposal is made that lines that are queried due to being too expensive overall will be considered at this point and all lines with %subsidy queries will be considered at the next meeting and a lower % level will be discussed/set.

**Vote: For = 16**  
**The proposal passes.**

**Expensive activities:**

**A841-859 RCC Underwater:**

It is noted that the queried lines A841-859 have been queried as RCC Underwater have a large SGI. It is noted that RCC Underwater have recently set up a Designated Members Fund (DMF) as they are saving their SGI for some required replacement of essential components.

It is noted that this could be discussed with other SGI queries.

A proposal is made to fund lines A841-859 from CSPB-A.

**Vote: For = 14 Against = 2**

**The proposal passes.**

**A147 ACC Judo:**

It is noted that Judo could lower their cap by £200 and that the funding should be moved to CSPB-B.

A proposal was made to accept the reduction but keep line A147 in CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A903 RCSU EXEC:**

It is noted that the RCSU feel the handbooks are vital when informing new students about RCSU.

It is noted that other Faculty Unions have applied for handbooks from CWB or in CSPB-B.

A proposal is made to consider all handbook requests in CSPB-B

**Vote: For = 16**

**The proposal passes.**

**A724 RCC Gliding:**

It is noted that this line is queried for SGI and Expense and should therefore not be considered at this point.

**A850 and 851 RCC Underwater:**

It is noted that this line is queried for SGI and Expense, but relates directly to Individuals and individual training/affiliations.

A proposal is made to move A850 and A851 to be considered with other queries labelled as 'Individuals'

**Vote: For = 15 Against = 1**

**The proposal is passed.**

**A476 ICSMSU Mountaineering:**

It is noted that the query brings into question whether the club should exist or not, and this is not the correct forum for this discussion.

A proposal was made to fund line A476 in CSPB-A

**Vote: For = 15 Against = 1**

**The proposal passes.**

**A477 ICSMSU Mountaineering:**

It is noted that this is actually a club affiliation fee, not an individual one.

**A481 ICSMSU Mountaineering:**

It is noted that just because accommodation may not have been funded in the past that does not mean it is ineligible for funding.

It is noted that accommodation has been funded in the past and therefore all queries that exist because of this reason should not necessarily be queried.

A proposal is made to remove all queried lines that relate directly to accommodation not being funded in the past.

**Vote: For = 16**

**The proposal passes.**

**A482 ICSMSU Mountaineering:**

It is noted that this membership allows individuals to climb whenever they want and is not directly linked to the club. It is noted that subsidising the members pass is essentially funding individuals.

It is agreed that line A482 will be considered with all other 'individual' queries.

**A3 A&E A Capella:**

It is noted that whilst no money has been spent on professional workshops before the society has been growing and developing recently and has expanded to include another group. It is noted that this is probably ineligible for the development fund as it is part of the club's core aims.

A proposal is made to fund A03 as CSPB – A

**Vote: For = 10 Against = 3 Abstentions = 4**

**The proposal passes.**

**A486 ICSMSU Music:**

It is noted that this is a very high hire cost/request. It is noted that space could be used in Union spaces in order to lower the cost of hiring external venues.

It is noted that space in the UCH is not guaranteed and is highly sought after. It is noted that the club will not know if space will be available to them until much later in the term.

A proposal is made that the amount requested and subsidy amount are halved but the line remains funded from CSPB-A.

**Vote: For = 15 Abstentions = 1**

**The proposal is passed.**

A proposal is made that the recommendation for all other queried lines in this category will be taken as outlined in the documentation.

**Vote: For = 16**

**The proposal is passed.**

**Food:**

It is noted that queries considering social activities and food will be considered in this category.

**A1000 SCC Hindu:**

It is noted that this budget line requests both food and instructors.

A proposal is made that food should be removed and the £100 for instructors should remain in CSPB-A.

**Vote: For = 16**

**The proposal passes**

**A409 ICSMSU Christian Union:**

It is noted that this budget line requests, food and drink and gifts and equipment and food, drink and gifts should not be funded.

A proposal is made to only fund the equipment cost of £411.50. This cost will be subject to the % funding decisions to follow.

**Vote: For = 15 Against = 1**

**The proposal passes.**

**A570 OSC Cypriot:**

It is noted that this budget line requests food, drink and disposable cups/straws as a combined line.

A proposal is made to only fund the £21.00 requested for disposable cups and straws.

**Vote: For = 16.**

**The proposal passes.**

A proposal is made to remove all of Silwood's budget lines and consider them at the end of the queries discussion.

**Vote: For = 16**

**The proposal passes.**

**A622 OSC Malaysian:**

It is argued that food does not reflect the core aim of the society.

**No proposal is made.**

**A537 ICSMSU Women's Hockey:**

It is argued that the club are required by the rules of their league to provide food for their opposition after home games.

It is noted that this may not be the case, as it does not seem to be the case for any other club.

It is noted that the budget line should be moved from Food to Hospitality.

A proposal is made to move line A537 to CSPB-B.

**Vote: For = 16**

**The proposal passes.**

A proposal is made to take the recommendation on all other queried lines within the 'Food' category with the exception of Silwood.

**Vote: For = 16**

**The proposal passes.**

**Harlington:**

**A660 RCC Canoe:**

It is noted that this is a request to have an individual member trained in safety/rescue procedures.

**It is agreed that this should be considered as part of the discussion surrounding 'Individuals'**

**A660 RCC Canoe:**

It is noted that this line should not have been queried as the Management Group allocation did not allocate the club any funding for this request, recommending they apply to Harlington.

**A657, A658, A659 and A661 RCC Canoe:**

It is argued that these items are all essential pieces of equipment and highly necessary to allow the club to function.

It is argued that spraydecks may not be an essential item.

It is noted that at the level that the club operates and the rivers they practice on, spraydecks are an essential safety requirement.

**A proposal is made to fund lines A657, A658, A659 and A661 from CSPB – A.**

**Vote: For = 8 Against = 4 Abstentions = 4**

**The proposal passes.**

**A300 CAG Soup Run:**

It is agreed that line A300 can move to CSPB-C.

**A674 RCC Caving:**

It is agreed that this line should be moved to the queries surrounding Individuals.

**A680 RCC Croquet:**

It is proposed that this line should be considered with the other % funding queries.

**A813 RCC Snooker:**

It is noted that Harlington is unlikely to fund a request as low as £50.

It is also noted that requests for multiple pieces of smaller equipment can be made to Harlington at one time.

**No proposal is made.**

A proposal is made to take the recommendation for all other lines queried under 'Harlington' with the exception of Silwood.

**Vote: For = 16**

**The proposal is passed.**

**Individuals:**

It is noted that RCC Underwater will be expected to increase in membership next year, due to an expected merger with ICSMSU Subaqua.

The discussion surrounding individuals will be held by discussing queries on a management group basis.

**ACC:**

**A62 American Football:**

The club did not realise they should split affiliation by club (BUCS) and individual.

Coaches are required to be affiliated through the club and can only affiliate to one club at a time.

A proposal is made to change the cost to £399.64 and leave line A62 in CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**A80 ACC Basketball:**

It is noted that the club included individual costs in their line when they shouldn't have.

A proposal is made to remove the costs and set the request at £849.02 and leave line A80 in CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**A81 ACC Boat:**

It is noted that the club have only applied for the club section of affiliation, not the individual.

A proposal is made to fund the line in CSPB-A

**Vote: For =16**

**The proposal passes.**

**A110 ACC Dodgeball:**

It is noted that this is a club affiliation fee and the costings are correct at £620

A proposal was made to fund line A110 from CSPB-A.

**Vote: For = 16**

The proposal passes.

**A118 ACC Fencing:**

It is noted that this is a club affiliation, not an individual one.

A proposal was made to fund line A118 from CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**A180 ACC Netball:**

It is noted that it is significantly cheaper to train a younger member of the team as a coach for the lower ranked teams than to employ an external coach.

It is argued that this could be funded from the development fund.

It is noted that instructors are a core requirement of the club.

A proposal was made to fund line A180 from CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**A197 ACC Rifle and Pistol:**

It is noted that the members cannot train unless they have a safety trained member/coach present.

It is noted that it is much cheaper to train current members than to hire an external coach.

A proposal is made to fund line A197 from CSPB-A.

**Vote: For = 10 Against = 4 Abstentions = 2**

**The proposal passes.**

**A129 ACC Golf:**

It is noted that the membership fees for Golf has increased to £150 for next year.

It is noted that buying membership for the club effectively funds the individuals to have a personal membership pass.

It is argued that the new proposal for ACC Golf is too expensive and not accessible.

A proposal is made to consider line A129 in CSPB-B and obtain further information.

**Vote: For = 16.**

**The proposal passes.**

**A380 ICSMSU Boat:**

It is noted that it is a requirement of ICSMBC that members compete in a club branded all-in-one lycra suit. The club intend to subsidise this purchase.

It is argued that £52.50 for kit that should last 6 years is not an unreasonable request to make of a student.

It is noted that other sports teams do not subsidise kit.

**No proposal is made.**

**A419 ICSMSU Dance:**

It is noted that the Management group did not allocate the club any money for this purchase.

**A482 ICSMSU Mountaineering:**

It is noted that providing these memberships subsidises individuals to climb without club support.

It is noted that RCC Outdoor and RCC Mountaineering fund the club affiliation, but not the individual one.

A proposal is made that ICSMSU Mountaineering receive funding for the club membership at BMC.

**Vote: For = 16**

**The proposal passes.**

**A660, A674, A850 and A851 RCC Canoe, Underwater and Caving:**

It is noted that similarly to Netball it is substantially cheaper to train members of the club in additional safety and leadership courses than to employ external instructors.

It is noted that with RCC Caving it is a health and safety requirement and all of the requests for instructors/training are advisable.

A proposal is made to fund lines A660, A674, A850 and A851 in CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A873 RCC Wakeboarding:**

It is noted that the management group allocation funds the request at a lower % (£500 not £1000).

A proposal is made to fund A873 as CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A735 RCC Ice Hockey:**

It is noted that this is a wording mistake by the club, this is not an individual affiliation.

A proposal was made to fund A735 from CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A953 RSM Rugby:**

It is noted that RSM are happy to accept that shirts are not funded as these are kept by the players. However, it is noted that the shorts are club kit and are replaced and held by the club.

A proposal is made to fund the cost of replacement shorts from CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A964 SCC Artsoc:**

It is noted that this is an individual subsidy request.

It is noted that the club are only asking for a small amount of the required cost.

A proposal is made to move line A964 to be considered with lower % queries, but to keep it in CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**Justification:**

**A09 A&E Chamber Choir:**

It is noted that scores need replacing every few years and as they are copyrighted they must be purchased officially.

A proposal is made to fund line A09 as CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**A092 ACC Cheerleading:**

It is noted that they are unable to book 9 hours straight in the Union and therefore have to look for alternative venues.

A proposal is made to fund line A092 from CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A277 ACC Yacht:**

It is noted that this may be incorrectly categorised as it is under Ground hire.

It is noted that the subsidy is required for the charter, and without the charter the club cannot sail, as sailing is their core aim this is CSPB-A.

A proposal is made to fund line A277 from CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A186 ACC Riding and Polo:**

It is argued that funding individual tube travel is not a viable option.

A proposal is made that £702.90 is funded in CSPB-A and the remainder is moved to CSPB-B

**Vote: For = 16**

**The proposal passes.**

**A302 CAG Soup Run:**

It is noted that driving is vital to the project's core activity as without a minibus the project cannot run.

A proposal is made that line A302 is funded in CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**A297 CAG Interact:**

It is noted that the budget line was incorrectly worded and the club are requesting money to reimburse volunteers for travel costs to and from volunteer placements.

A proposal is made to consider line A297 in CSPB-B

**Vote: For = 16**

**The proposal passes.**

A proposal is made to move A283, A285 and A297 to CSPB-B

**Vote: For = 16**

**The proposal passes**

**A318 CGCU Exec:**

It is argued that travel for mascots to and from events is not a core requirement and does not fulfil the core aims.

It is noted that an increase in membership has been seen recently, but members have had to fund this from their own pockets.

A proposal is made to move line A318 to CSPB-B and re-classify it as travel expenditure.

**Vote: For = 16**

**The proposal passes.**

**A359 ICSMSU Badminton:**

It is noted that the budget line is correct, but the explanation line has a mathematical error in it.

A proposal is made to fund line A359 in CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**A381, A387, A389, A390 ICSMSU Boat:**

It is argued that the club transaction lines do not fairly reflect expenditure as a large amount of the fees must be paid in cash on the day.

It is noted that the actual cost is £5380 and the club are asking for £2000

A proposal is made to fund lines A381, A387, A389, A390 in CSPB-A.

**Vote: For = 16**

**The proposal passes.**

**A383 ICSMSU Boat:**

It is noted that this should not be consumables but should be classed as equipment.

A proposal is made to move line A383 to Equipment but keep it in CSPB-A

**Vote: For = 16**

**The proposal passes.**

**A437 ICSMSU Football:**

It is noted that this is a core activity.

A proposal is made to move line A437 to CSPB-B as it is not a BUCS or LUSL competition.

**Vote: For = 10 Against = 2 Abstentions = 4**

**The proposal passes.**

A proposal is made to send e mail responses on queries relating to justification, numbers, tours and all remaining queries to DPCS and DPFS prior to next meeting where further discussion can occur.

**Vote: For = 13 Abstentions = 3**

**The proposal passes.**

A proposal is made to continue with the Justification lines until all ICSMSU requests have been discussed and continue from this point at the next meeting

**Vote: For = 16**

The proposal passes.

**A458 ICSMSU Netball:**

It is noted that the club train their own members as umpires so that they will not have to pay out large umpire costs.

**A proposal is made to fund line A458 from CSPB-A**

**Vote: For = 16**

**The proposal passes.**

**A468 ICSMSU Light Opera:**

It is noted that whilst this is a high cost, it is still a core activity and therefore should be considered in CSPB-A.

A proposal is made that line A468 is considered as a %funding query.

**Vote: For = 16**

**The proposal passes.**

**A490 ICSMSU Music:**

It is noted that the funding is required to move instruments and stands to performances.

It is noted that these are charitable/extra events, not core events.

It is noted that this could be considered as a charitable donation.

It is argued that this is not a charitable donation, but a means of achieving the clubs core aims of performing music.

A proposal is made to consider line A490 with the reduced %funding queries at the next meeting.

**Vote: For = 16**

**The proposal passes.**

**A440 ICSMSU Football:**

It is noted that referees are vital in order for the club to function.

It is noted that the club have 41 home games per year and must provide referees.

It is noted that the club have high membership costs already.

A proposal is made to fund line A440 from CSPB-A

**Vote: For = 16**

**The proposal passes.**

It is noted that Management Groups are required to send e mail responses on queries relating to justification, numbers, tours and all remaining queries to the DPCS and DPFS prior to next meeting where further discussion will occur.

Discussions surrounding % funding levels and CSPB-B will occur at the next meeting if possible or at an additional meeting if required.

**Meeting end time: 22:50**