***Trustee Board Meeting***

 TB25/LW/1

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***Thursday 5th September 2024***

***1600 - 1800***

***Meeting facilitated on Teams***

**MINUTES *(Approved)***

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**Invites extended to:** Liam Williams (Marjon SU President & Trustee Board Chair),

Dev Aditya (External Trustee & Trustee Board Vice Chair), Edmund Jacoby (Marjon SU Deputy President & Trustee), Graham Briscoe (External Trustee), Kelly-Louise Preece (External Trustee), Paul Guildford (External Trustee), Jack Dee (Student Trustee),

Emily Chipperfield (Student Trustee).

Mick Davies (Marjon SU GM),

**Present:**

Liam Williams (President & Trustee Board Chair) LW

Dev Aditya (External Trustee & Trustee Board Vice Chair) DA

Edmund Jacoby (Marjon SU Deputy President & Trustee) EJ

Graham Briscoe (External Trustee) GB

Paul Guildford (External Trustee) PG

Kelly-Louise Preece (External Trustee) KP

Emily Chipperfield (Student Trustee) EC

Jack Dee (Student Trustee) JD

Mick Davies (Marjon SU GM - in attendance)  MD

All papers had been previously circulated by MD.

**1. Welcome and introductions from the Chair: LW**

LW welcomed all to the meeting and introduced KP as new External Trustee, and JD as Student Trustee 24/25 to the meeting.

KP was invited to introduce herself to the board and briefly round up on her experience, trustees in turn introduced themselves to KP and JD.

**2. Apologies:**  **LW**

No apologies were received; GB joined the meeting at 17:00.

**3. Declaration of Interest:**   **LW**

There were no further declarations of interest other than those previously recorded.

**4. Minutes from May meeting (TB24/SB/1):** **LW**

The board considered and approved the minutes from the May meeting.

**5. Matters arising:** Action grid attached).  **LW**

LW said he and EJ were taking over SB task of looking for additional grants for project work within the SU.

LW/ PG to arrange a meeting with Devon Mind to explore a solution to counselling wait times.

Action LW/PG

PG Explore file sharing systems, PG reported that he had experience of “Noah”

But was keen that the board explored up to date IT and digital information technologies.

LW agreed that this was important, and we continue to pursue and update at each board meeting.

Action PG

**6. Report from Officers: (TB25/LW/EJ/1)**  **LW/EJ**

LW and EJ reported orally and paper TB25/LW/EJ/1 (Agenda Item 6). Covering topics of:

* LW reported on the student numbers forecast and accommodation uptake.
* LW summarised issues students are facing for the board. These included the gap between average maintenance loan and minimum income standard for students (£7,100 vs £18,000); the rising cost of rent; the proportion of food banks operating in universities, by region (55% Universities in the South West which is 30% above average); the rising cost of sport for students; and time poverty leading to a lack of volunteer uptake.
* LW also reported on the current impact for students of both the Renters’ Reform Bill and Workers’ Rights Bill.
* LW reported notable networking updates from South West regional SUs.
* EJ gave a brief update on societies.
* LW presented the text to be forwarded to Wills Accountants to form the chair and trustees report in the 23/24 financial statements.
* GB asked if the report would be presented in the correct SORP format and would reference our Risk Management Policy. MD confirmed that this should be added by Wills and what we were only providing was the text element at this stage.

After which the text was approved.

DA recommended to continue providing vital information in the reports but also to share that further, suggesting providing a virtual foodbank donation link to all staff members.

PG suggested to make note of areas where the Board and University staff lack understanding regarding student life. The ambition is to provide updates in subsequent papers.

EC suggested bringing in more development courses and support for students in the School of Health and Wellbeing.

LW then provided a Strategy 2030 update asking for any recommendations or edits, with the view of having these completed by December for the Board to approve and implement the strategy (Item 6, TB25/LW/2).

DA & GB noted that the priorities and enablers section was vague and there needed to be more detail.

PG asked for a separate success document to monitor progress towards success indicators. Also requested operational business plan updates throughout the year to monitor implementation of strategy.

**7. Report from GM: (TB25/MD/1)** **MD**

Including:

* Profit Against Budget
* MSU Operation & Business Plan
* MSU Projected cashflow Year 24/25 Q1
* Draft Trustees report for financial statements (TB25/MD/2)

MD presented his report highlighting that the financial year had finished with a small cash deficit of around £200, this reversal for a possible £5000 was largely due to the success of the reimagined Mayball format.

He predicted that the externally examined accounts, that would be presented at the December meeting, would show a surplus due to the reduction in pension liability.

MD also noted that reserves had not been utilised in the 23/24 year.

Moving into 24/25 budget, MD explained that due to the grant freeze he and the officers had formulated a plan to increase the self-generated income to £18,000.

PG asked why the cashflow only reported up until the end of October. MD explained that this was an operational, dynamic report that operated between funding periods. However, agreed with the board that an annual cashflow will now be included in each agenda.

**10. AOB**

DA and LW confirmed that they would set up Chair/Vice interim meetings between board meetings.

**11. RESERVED BUSINESS**

Close

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| **Action                                                                By Whom        Date** |
| 5. | Continue to explore additional grants for project work.Set up Devon Mind Meeting.Explore file sharing systems | LW/PGLW/PGPG | OngoingASAPOngoing |