



1. Confirmation of Attendees

Trustees:

Jonathan Harper	President
Tom Little	Vice President Warrington
Jamie Brown	Vice President Education
Ethan Wade	Vice President Activities
Darta Kaleja	Student Trustee
Karen Elliott	Student Trustee
Paul Heath	External Trustee
Gavin Eyres	External Trustee
Jamie Christon	External Trustee

Students:

James Lavy	Emily Colledge	Mathew Salinas	Natasha Clarke
Roberta Hall	Holly Smith	Luke Hinchliffe	Kayleigh Hill
Adam Hyst	Tharon Nithiroongrujakorn	Avril Latisha Patel	Katie Blaker
Liam Thomas	William Adoh	Ella Harrison	Rob Holliday
Kate O'Brien	Hannan Hossein-Al	Jack Williams	Georgina Wilson
Dom Everall	Rosie Pendrous	Ceisie Ellis	Alex Candlin
Charlotte Lynch	Niamh McGuire	Hannah Hughes	James Hirst
Emma Smith	Samual Reeves	Rachel Cornish	Heather Thomason
Scarlet Sampson	Sam Douglas	Harriet Januszewski	Zac Broad
Roisin McLoughlin	Jade Bladwin	Marc Fisher	Beth Williams
Keiron Holland	Philip Lakeland	Rob Johnson	Jake Powell
Rhian Morgan	Charlotte Riddell	Charles Sullivan	Katie O'Reilly
Sindre Brauten	Bev Brookes	Mahjooba Rahjo	Henry Turnbull
Jacob Hutchinson	Danielle Rowland	Sammi Liu	Gavin Thomson
Jack Pickles	Nathan Berry	Cian Evans	Ashley Thomas
Ellie Pickstock	Jasmine Stokes	Zoe Graham	Phillipa Hartlett
Francesca Neilson	Tiwanijesu Olasoko	Natasza Bogstad	Marty Hughes
Rachel Lankester	Joe Oakendon	Daniel Phillips	Kerrianne Maloney
Hannah Wilkin	Victoria Snook	Emily Bradbury	Emma Griffiths
Armand Hemsley	Harry Small	Will Lamb	Zhaania Stephenson
Daniel Lewis	Amy Reid	Haydn Williams	Matthew Garside
Keith Terrill	Sam Jones	Eleanor Jones	Ellie Calam
Chris Wanford	Fionuala Robinson	Eleanor Bletcher	Jodie Howard
Tom Owen	Alasdair Blundell	Tara Marshall	Cameron Robinson
Tom Sarrazin	Louise Burton	Elenya Madden	Rebecca Spensley
Rhodor Hales	Dale Clifton	Joe Pattinson	Frazer Evans
Tom Best	Talha Navaid-Zuberi	Chloe Beasley	

Observing:

Sarah Latham	Student Activities Manager
Katie Knowles	Student Advice Manager
Rebecca Stevenson	Student Advisor
Hannah Stoddart	Student Engagement Co-ordinator

In attendance:

Laura Greenwood-Pearsons	CEO
Alison Hewitt	Administrator

Apologies

Sophie Hughes
Nicola Henderson
Anika Shingdia
Vanisa Tailor
Philippa Aspin
Elysia Broome
Natalie Layton

JH welcomed everyone to the meeting and confirmed the agenda items. The Trustees in attendance were introduced and their position on the Board.

3. Ratification of Minutes of the Previous Annual General Meeting

The previous minutes were presented and it was asked if these were an accurate representation of the Annual General Meeting on 16 March 2015. They were proposed by Nathan Berry and seconded by Louise Burton and Sammi Liu who had been in attendance at the previous meeting. The minutes were approved.

4. Trustee Report - Jonathan Harper, President:

As your elected Sabbatical Officers and Trustees of Chester Students' Union we have been busy ensuring the representation and engagement of our members. Everything we do is either a reaction to student feedback or acting proactively on changes the University implements, ensuring that your education and experience at the University is in Partnership with the University and Chester Students' Union.

Main activity areas since the last meeting:

- General Elections: Voter Registration days took place. We received £5k through a campaign submission and spent the money accordingly ensuring that students registering to vote was our top priority. This involved a General Elections Hustings hosted by Annabelle Tiffin from the BBC and had representatives from Conservatives, Labour, Liberal Democrats and UKIP.
- Working with Alcohol Working Group of the University of Chester regarding plans for this year achieving the NUS kitemark. Also we looked at the current trend of "Legal Highs" and had students to take part in research discussion. This led to the 'It's not all clear cut' campaign.
- We attended an association of Managers of Higher Education (AMHEC) Conference on student engagement and partnership between Students' Union and the University. Highly commended by the University and the conference organisers for our work to student representation.
- Last year's Sports and Societies presentation evening (CSU Awards) was a great success attended by over 480 students. Winners included Club of the Year – Men's Basketball, and Society of the Year – Christian Union.
- StARs were successfully trained by 48% of the 864 StARs. To improve this we then began working with Departments looking at the ratio of StARs to students. A profile was undertaken for each Department and a more selective process for StARs carried out. The introduction of on-line training will assist with this. A staff handbook was prepared alongside a video, to ensure staff and students understand the benefit of having academic representation from students throughout the entire University. This work is continued with an expansion of the team dedicated to the scheme.
- Chester Students' Union was asked to be involved in the department move of BELL (THE Business School) to its new Handbridge site. We encouraged the department to host all student meetings to ensure communication and clarity was established.
- We held a de-stress day on campus in collaboration with a local guide dog trust, something we are looking to do again this year.
- Campaigned the University to cut card charges in retail outlets from feedback of students on satellite campuses especially Riverside & Kingsway.
- We changed the Sabbatical Officer roles, ensuring that our representation was more accessible and transparent to students. The roles of President, VP Education, VP Activities, and VP Warrington have been taken up.

- University Centre Shrewsbury was established by the University of Chester and we appointed a Union Coordinator to run our services on the Shrewsbury Campus.
- We achieved Gold in Best Bar None for our dedication to responsible drinking and day to day operations of CH1.
- We achieved Gold Green Impact for our work on sustainability and recycling.
- Passed the Audit for Responsible Futures (an NUS initiative to embed sustainability into the curriculum of every student in education today).
- We won Students' Union of the year at the Educate the North education Awards and for the third year running we were best in the north west on the NSS survey which is now available for all third years to complete.
- Spoke at a local 'Time to Change' event, highlighting awareness of student mental health which was attended by local councillors, members of the academic community, and students.
- Students' Union involvement in the roll out of attendance monitoring which has now been adopted by various campuses and departments. This is to be rolled out across the entire University in the near future.
- Met with John Smiths Bookshop regarding the finalisation of the new book scheme. This means that now all Level 4 full time undergraduate students will be entitled to four free course books and a study skills text book.
- Campaigned the University to cut resit costs which was reduced from £77 to £7 (admin costs).
- Anthony Nolan came onto campus for bone marrow registration. Had 175 student sign up on the day.

Warrington:

- Every 1st year and new member to a Sport or Society will receive a week free gym membership.
- Tom VP Warrington organised a successful Varsity in Warrington against Glyndwr.
- Formalised a new Student Council in Warrington ensuring adequate representation on the campus.
- Ran an Old boys/girls weekend
- An audit on lighting on campus took place in order to make a case for motion sensor lighting in halls. Tom was highly commended on his work with this by the University and received an award for it at the Green Chester awards.
- Appointed a photographer for the Warrington campus after TL and SL had held interviews. This will help with promoting sports and societies and photographs will be uploaded with students being able to purchase.
- Running a series of recreational sporting activities with Waz Wednesdays
- Get Warrington Active – surveying students on their engagement and participation to come out with realistic aims and objectives for the University and Union.

Campaigns we have run include:

- Accommodation Ready for Rent
- Sexual Health and Guidance/ SHAG Week (which is coming up again this February)
- Crashed car and drink driving
- Diversity week
- World Mental health day and mental health awareness week
- General Election 2015
- Give it A Go
- Turn it In/ Referencing
- Recycling Drive in June
- I don't need drink to have a good time.

Coming up:

The sabbatical officer elections are coming up this February. There will be a drop in week commencing 1 February with the compulsory candidate meetings taking place the following week (8 February). Manifestos will be required by 12noon on 24 February. Alongside sabbatical officer elections students can be elected as a NUS delegate to attend the NUS Conference in April. As voted at the last AGM meeting there will be 50% women/50% men representatives in attendance. Please contact the sabbatical team for further information.

LGP updated attendees on the disappointing news that the bar extension, which was due to start in seven weeks, has been postponed by the University for financial reasons. We will be working closely with the University to ensure that we get improved bar facilities for students.

5. **Union Accounts 2014/2015**

The audited Union accounts of 2014/15 were presented. A full version of the accounts are available on request or on the CSU website. Any further clarification on issues within this document can be sought from the CEO. They are a public document and are also on the Charity Commission website. The budget ended on Deficit of -£38,762 and Reserves of £298,154. Students were asked to formally approve the audited accounts.

For - 113	Against - 0	Abstain - 0
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6. **Formal Appointment of the Auditors**

Trustees recommended to re-appoint McLintocks Chartered Accountants and Business Advisors in Chester as the formal auditors. Vote to reconfirm their appointment:

For - 113	Against - 0	Abstain - 0
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7. **Union Affiliation for 2016/17**

NUS – Vote took place to remain affiliated with NUS at a cost of approximately £16k.

For - 111	Against - 2	Abstain - 0
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BUCS - Vote took place to remain affiliated with BUCS at a cost of approximately £6k.

For - 111	Against - 0	Abstain - 2
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8. **University's Smoking Ban - Adrian Lee, Pro-Vice-Chancellor, University Secretary and Director of Legal Services was in attendance for this item to answer students' questions.**

AL gave a brief background of the University's new policy of smoke free campuses. This had come about from members of staff and the University's Governing body. In particular, passive smoking and the proximity of smokers near doors and windows. The outcomes in the staff survey in Easter 2015 resulted in SMT relooking at a smoking ban in particular with regard to the University as an employer and their duty of care under the Health and Safety at Work Act 1974. 60% of staff participated in this survey with 82% either strongly agreeing or agreeing to a ban of smoking on campus.

Alongside this the University are supporting staff that wish to give up smoking with medical professionals between now and 1 October 2016. Smoking will not completely be banned but will be permitted only in designated areas.

E-Cigarettes will not have the same restrictions. They can be used around campus but not within University buildings or vehicles.

AL confirmed that any views raised here today will be taken into account and reported to the Working Group which meets regularly and the President sits on.

Q. How will the no smoking ban be enforced?

A. Restrictions will be put in place from 1 October 2016. Anyone not observing the restriction will be encouraged to use the designated smoking spaces provided. The University are hoping that encouragement rather than an order or instruction will be acceptable for smokers. Disciplinary action could be used but as all circumstances are different cannot be specific on what sanctions will be given.

Q. Where will the permitted areas be?

A. Currently on the main Chester campus there will be three: outside the SU; in between the new car park and Molloy; and by Westminster. Campus maps will be produced clearly showing these areas. Although these locations could be moved if it is deemed necessary for shelters to be provided but outside the SU will remain a permitted area of smoking.

Q. Will students be supported in giving up smoking?

A. Once numbers of students have been established the University will look into assisting these alongside staff with the provision of NHS professionals.

Q. What provision will be made to students living in University accommodation?

A. Smoking is currently banned within all University accommodation. Residents will have to walk to the designated smoking areas as they will not be permitted to smoke outside their accommodation.

Q. Could exemption hours (overnight) be applied for students living on campus as this could be unsafe for students to walk around campus during the night?

A. This will be taken back to SMT and the Working Group for consideration.

Q. Will SU continue to sell cigarettes?

A. This is a question for the managers of Chester Students' Union.

9. Questions from Members

- Cheerleading would like to promote their Beat campaign (beating eating disorders). Any support for their fundraising would be greatly appreciated – please get in touch with Cheer.
- Debating Society are holding a debate on whether the University should boycott Israel on 26 January at 7pm in Beswick.

There were no further questions raised.

JH closed the meeting and thanked everyone for attending.