



Annual General Meeting

4th February 2019

Breakdown of the AGM

- 1.) Confirmation of Attendees
- 2.) Apologies
- 3.) Ratification of minutes of the previous annual general meeting
- 4.) Trustee Report
- 5.) Union Accounts 2017/2018 and annual review
- 6.) Formal appointment of the auditors
- 7.) Union Affiliation for 2019/2020
- 8.) Notification of returning officer
- 9.) Nightline proposal
- 10.) Questions from members

Attendees and apologies

- ▶ Members
- ▶ Staff Team
- ▶ Chief Executive Officer
- ▶ Elected Officers
- ▶ Trustees

Minutes from previous AGM

Chester Students' Union – Annual General Meeting
Monday 29 January 2018 at 5pm – Molloy 006



1. Confirmation of Attendees

Trustees:
Cherelle Mitchell President
Alessandro Salemmi Vice President Warrington
Sophie Bell Vice President Education
Jack McGovern Vice President Activities

Students:

Maxie Malcolm	Layton Spencer	Jack Appleby	Alice Walsh
James Gray	Deena Harper	Balinder Siwgn	Joe McMullen
Lee Perez	Ellie Walker	Arian Hattamariam	Alex Hymna
Luke Edwards	Jodie Brown	Martyn Banjo	Victoria Smith
Michael Jones	Natasha Davenport	Katie Pye	Edward Boyd
Shannon Farrell	Laura Woodhouse	Kate Pierce	Janine Spackman
Freddy Newbury	Frankie Ely	Kieran Mai	John Taylor
Amy Malone	Gemma Penhorwood	Francesca Goff	Rebecca Metcalfe
Phoebe Dobson	Heather Matthews	Hannah Monaghan	Thomas Watts
Cara Boyle	Jake Redder	Emily Moore	Kieran Wynne-Cattarach
Rachel Stevens	Joe Hughes	Zac Broad	Faye Idobov
Sumeya Isaac	Charlotte Rogers	Lara Miskova	Tom Katryniak
Autumn Johnstone	Emma Duff	Aleksandra Mokric	Leah Johnstone
Ellie Fitchett	Benjamin France	Emily Clarke	Sophie Birmingham
Victoria Gabb	Michael Williams	Sam Scaife	Anna Davies
Rhiannon Moore	Anthony Hughes	Sam Nield	Daniel Mitchell
Aaron Yule	Megan McCabe	Xavi Terry	Alex Sutton
Ben Jackson	Rebecca Greatbatch	Steven Horton	Sarah Griffiths
Stamatis Magatas	Ellena Mason	Macaulay Short	Emily Holden
Yash Mehta	Amy Mullis-Watkins	Jamie R Moores	Luke Baxter
Charlotte Neill	Amy Mollan	Jemima Sainsbury	Dede Kouevi
Olivia Davidson	Jack Phillips	Harvey Long	Beth Rowlands
Rhianna Harman	Sam Lister	Amelia Howe	Grace Grossmann
Lauren Gurr	Kieran Higgins	Penryn Whittingham	Jess Sibbit
Carys Layham	Lucie Mottet	James Lence	Kathryn Boden
Jack Pickles	George Smith	Patrik Jones-Wright	Tom Roberts
Gemma Smith	Miriam Wardroper Hughes	Nancy Baker	Hiran Maker
Oli Harrison	Emma White	Callum Atkinson	Abigail Eldan
Summer Redford	Ashok Chitharu	Tom Butler-Sainsbury	Tekara Shallcross
Jessica Fisher-Stokes	Gareth Jenkins	Craig Johnson	Matt Daley
Caleb Sirot-Smith	Arran Collins	Abby Darnell	Josh Hayes
Yoon Trangos	Hikaru Morita	Beth Shaw	Manyam Brown
Sianne Clovis	Marieke Bets	Kimberly Hoar	Marieme Ba
Aisling Donohus	Callum Han	Tara Steele	Elizabeth Heywood
Ben Johnson	Siphomelele Msimang	Bradley Spurden	Hannah Smith
Ben Clarke	Samuel Wilde	George Eram	

Observing:

Hannah Griffith - Student Engagement Co-ordinator
Sarah Latham - Student Activities Manager
Alice James - Student Activities Administrator
Chris Lightfoot - Student Adviser

In attendance:

Gareth Pye - Interim CEO
Alison Hewitt - Administrator

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2. Apologies

Hayley Hammett	Student Trustee
Rosie O'Grady	Student Trustee
Gavin Eyres	External Trustee
Nick Hodson	External Trustee
Robert Winkler	External Trustee

The President welcomed everyone to the meeting and confirmed the agenda. The Sabbaticals and CSU staff in attendance were introduced.

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 held on 16 January 2017. They were proposed by Anthony Hughes and seconded by Jack Phillips who had been in attendance at this meeting. The minutes were approved.

4. Trustee Report

The Sabbatical Officers and Trustees of Chester Students' Union have been busy ensuring the representation and engagement of their members. Each Sabbatical went through their Manifesto points which were highlighted to show the current stage of each item.

Cherelle Mitchell, President:

- Volunteering group now has over 200 members.
- Free Sanitary products are available within CSU buildings.
- Working on recorded lectures to be made accessible.
- Promoting Mental Health and Wellbeing Services.
- Ask for Angela campaign has recently been launched with CWaC.
- Improving communications with the Media team.
- LGBT+ campaign – February event being organised to raise awareness.
- SU Talks - taking forward improving social media and working on Strategic Plan.
- Liaising with University on the Block grant bid.

Sophie Bell, VP Education

- Attending several University Committees.
- Largest project and priority for this year has been the StARs programme. Looking at improving the system and how it functions.
- Working on improving hidden course costs.
- Hoping to engage more with underrepresented student groups.
- On the Attendance Monitoring Working Group.
- Working on feedback and exam deadlines. Attending Learning and Teaching Sub-committee ensuring the four weekly turnaround is being met.

Alessandro Salemmi, VP Warrington

- Social Media campaign on how to use it to improve employability. Will be putting up a Blog on this subject.
- Increasing partnership and stronger relationships in Warrington.
- Attending the recently set up Finance and Audit Sub-committee for CSU Trustee Board.
- Lucy Blackburn Fund is still being fully utilised by students commuting to placements.
- Helped set up a text system for students to use when contacting porters.
- Integrating non-sports students with sports and media team.

Jack McGovern, VP Activities

- Working closely with University on increasing SU funding with the block grant bid.
- The Keeping Wednesday Afternoons Free (KWAF) survey findings will be reported to the next Student Experience Committee.
- Increasing Academic Societies and planning the next Society Showcase.

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- Information booklet will be available to Sports and Societies on how to run a good event.
- Sports and Societies raised £20k for charity last term.
- Performance based teams competing well and working closely with Sport and Active Lifestyle.
- Increasing numbers of inter university leagues.
- 150 students attended pre-season.
- Will be working on reducing costs of kit and equipment.
- Relaunching Media Team with regular meetings and improving the system.
- Green Chester – Chester Wild has put together a bus guide around Chester campus. Audit work will be undertaken on the energy CSU are using and also looking at Fairtrade being made available.

5. Union Accounts 2016/2017

The audited Union accounts of 2016/17 were presented. A full version of the accounts is available on request and on the CSU website. They are a public document and are also on the Charity Commission website. Any further clarification on issues within this document can be sought from the interim CEO. The overall position:

- Working deficit of £40k
- £70k of one off accrual income leaves us a surplus of £30k.
- Reserves now at £297,193.
- The Board has authorised a full review and restructure.

6. Formal Appointment of the Auditors

Auditors are the external financial experts that ratify our accounts as a registered charity. A tendering process took place and Dains Accountants were appointed as our auditors for a 3-year period.

7. Union Affiliation for 2018/19

BUCS - Vote took place to remain affiliated with BUCS at a cost of circa £8k.

For -142	Against - 5	Abstain - 0
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NUS – Vote took place to remain affiliated with NUS at a cost of circa £20k.

For - 129	Against - 2	Abstain - 16
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8. Notification of Returning Officer

The Previous arrangement of Chester Students' Union CEO as Returning Officer was deemed to be a conflict of interest. It has therefore been agreed by the Trustee Board that NUS will be appointed as Returning Officer with CEO operating as local deputy Returning Officer. The Elections Rules have also been simplified to make it easier for students to run in the Sabbatical elections.

9. Questions from Members

A question was raised on why Chester Students' Union are so lowly funded. The President briefed that this was a decision made by the University and CSU are working hard on lobbying for an increased block grant. She encourages students to get engaged and let us know what improvements they would like to see so these can be added into the bid documentation.

There were no further questions raised.

The President closed the meeting and thanked everyone for attending.

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Full draft Minutes here: <https://www.chestersu.com/asset/News/6013/Draft-AGM-Minutes-290118.pdf>

Trustee Report

- ▶ Purpose of charity Trustees is to ensure that the charity is carrying out the purposes for which it is set up and set strategic goals.
- ▶ Strategic mission: Improving your student experience.
- ▶ What is “student experience”?
- ▶ Elected Officers

Group Manifesto progress

THESE ARE OUR GOLD TARGETS

- Reform of Academic Representation System
- CSU More Involved in National Campaigns
- An Increase in Participation in Sports and Societies
- Mental Health Toolkit Training for all Sports and Societies

THESE ARE OUR RED TARGETS

- Engagement Weeks across all Campuses
- Increased Participation in our Wellbeing Campaigns
- Major Sattelite Campuses have Activity Fairs
- New Successful Student Media

THESE ARE OUR BLUE TARGETS

- More Study Spaces on all Campuses
- Bigger, Better 1839s
- 15% Turn Out in CSU Elections
- New Students vs Police Varsity at Warrington
- Improve the Opportunities for Students to Find Part Time Work
- Campaign to Improve Student Housing
- Introduction of a CSU Loyalty Card

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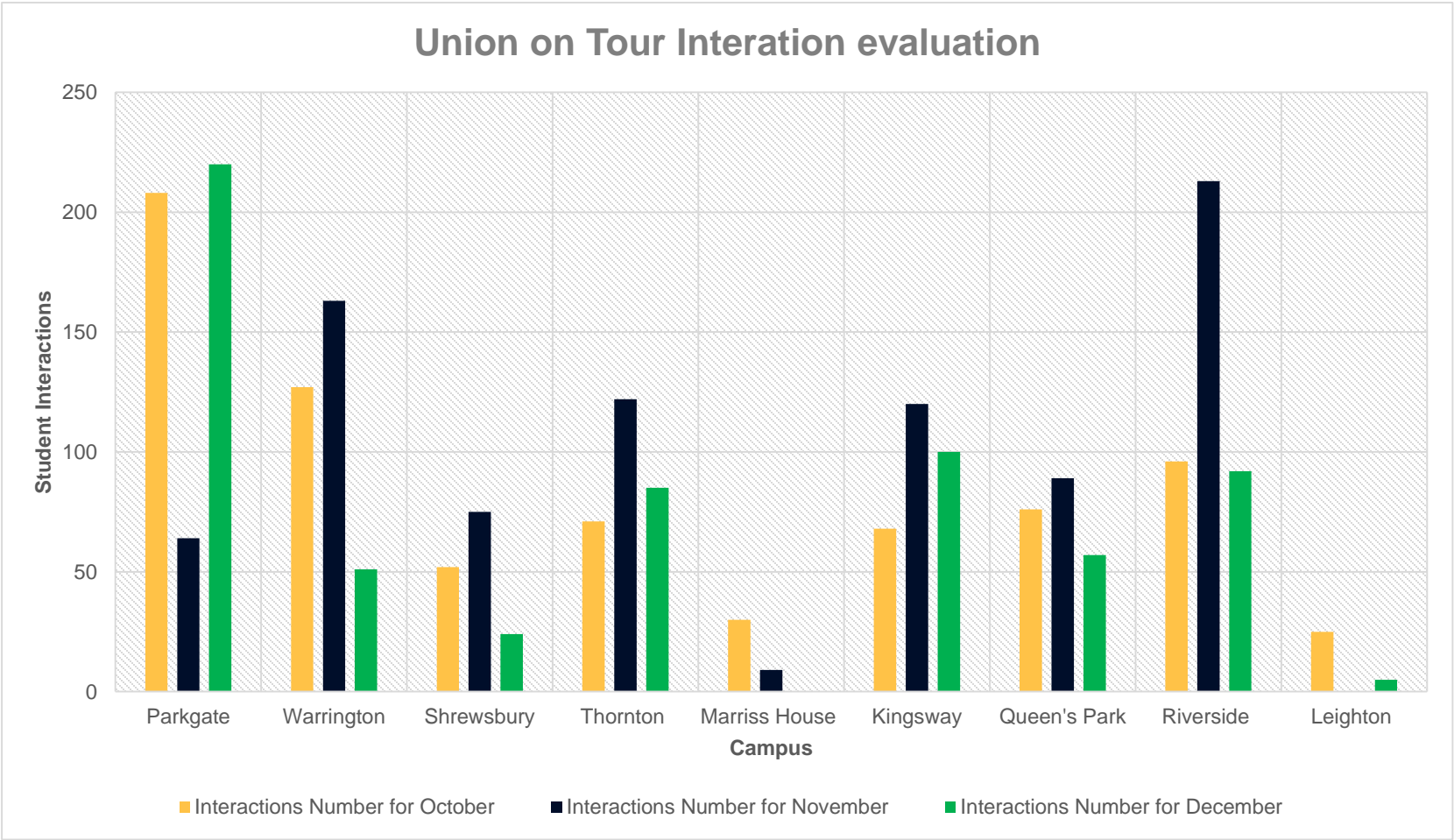
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Engagement weeks across all campuses



Loyalty card

- ▶ £1.50 card for sports and societies.
- ▶ Reward our active members.
- ▶ Possible development into Student Experience Reps.

Reform of academic Reps



National Campaigns



The poster features a blue background with a yellow skyline of Chester at the bottom. A large white speech bubble on the left contains the text 'BREXIT DEBATE' in blue, with the 'B' stylized as the Union Jack and 'EXIT' with yellow stars. To the right, a yellow box lists the introduction by Jason Hunter from the #3Blokes In A Pub podcast. Below this, another yellow box lists speakers Lord Adonis, Jonathan Starkey, and two University of Chester students, with a note that more details will be announced shortly. The event date and time are prominently displayed in the center, along with the location and a booking instruction. The bottom section includes logos for Eventbrite, the Chester Students' Union, and the University of Chester, along with ticketing information.

BREXIT DEBATE

INTRODUCED BY
Jason Hunter
from #3Blokes In A Pub podcast

SPEAKERS
Lord Adonis Jonathan Starkey
x2 University of Chester Students

MORE DETAILS TO BE ANNOUNCED SHORTLY

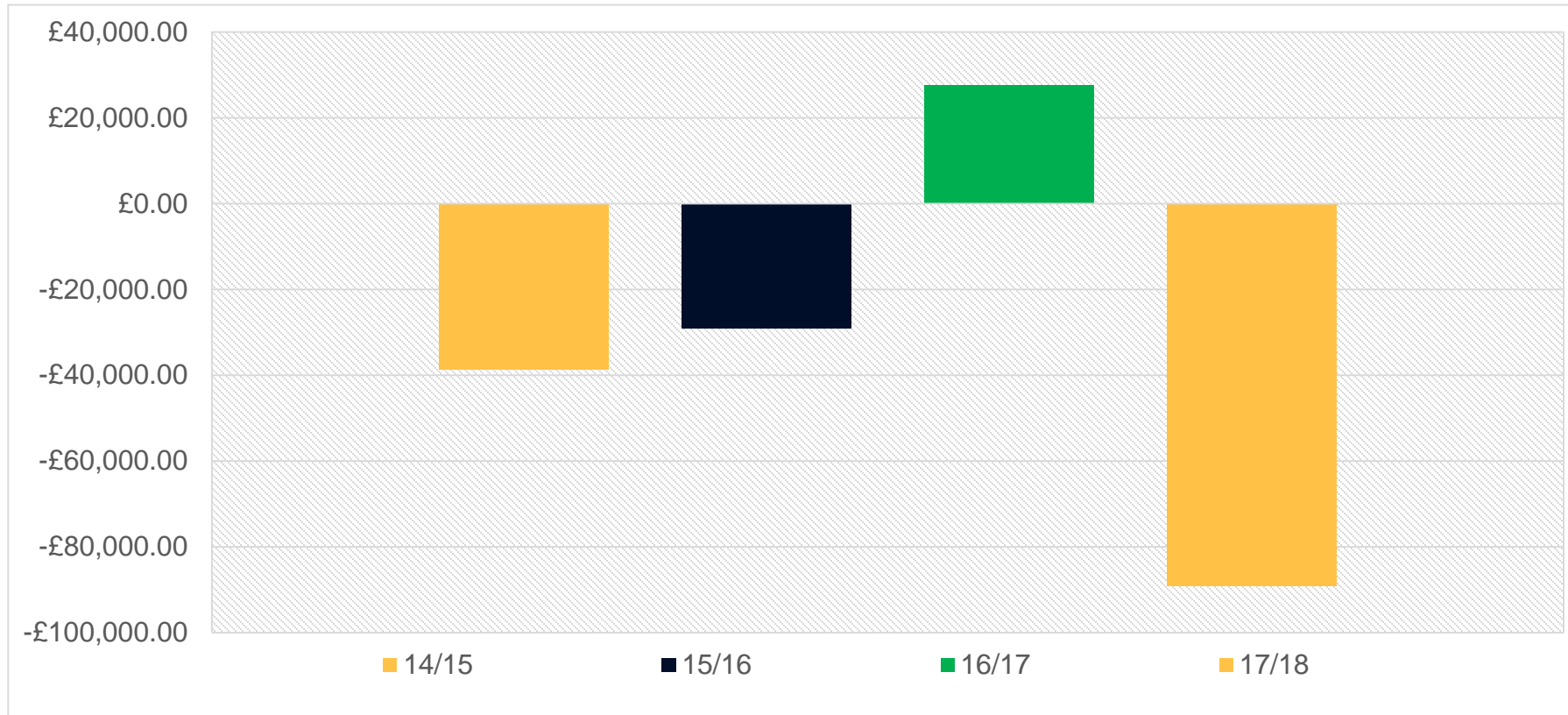
31ST JANUARY, 2019 • 6pm
ROOM 011, BINKS BUILDING, PARKGATE ROAD CAMPUS
TO GUARANTEE A PLACE, BOOK ONLINE

 Tickets available at brexitchester.eventbrite.com
Password for eventbrite is **Brexit19**

 **CHESTER STUDENTS' UNION**
IMPROVING YOUR STUDENT EXPERIENCE

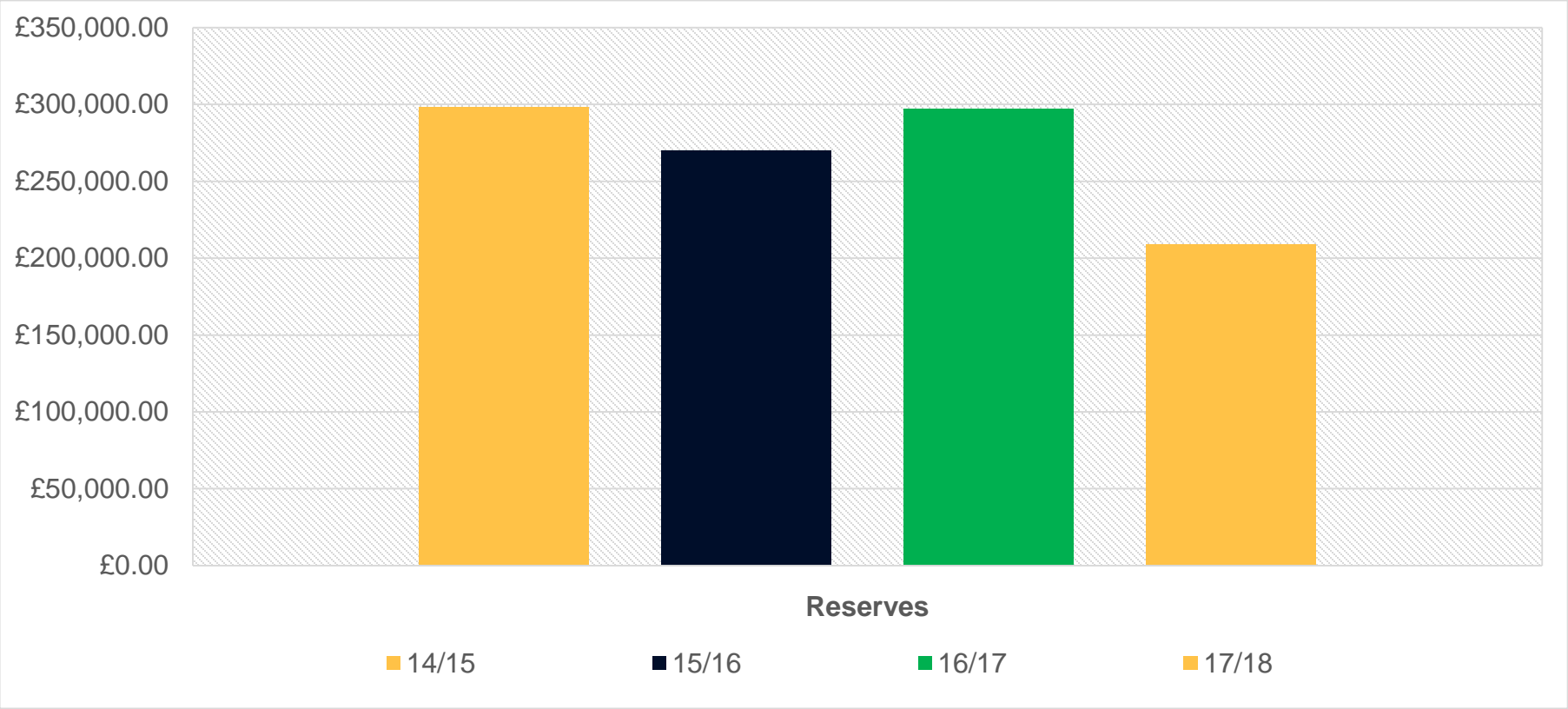
 **University of Chester**

Union Accounts 2017/2018 – Yearly review

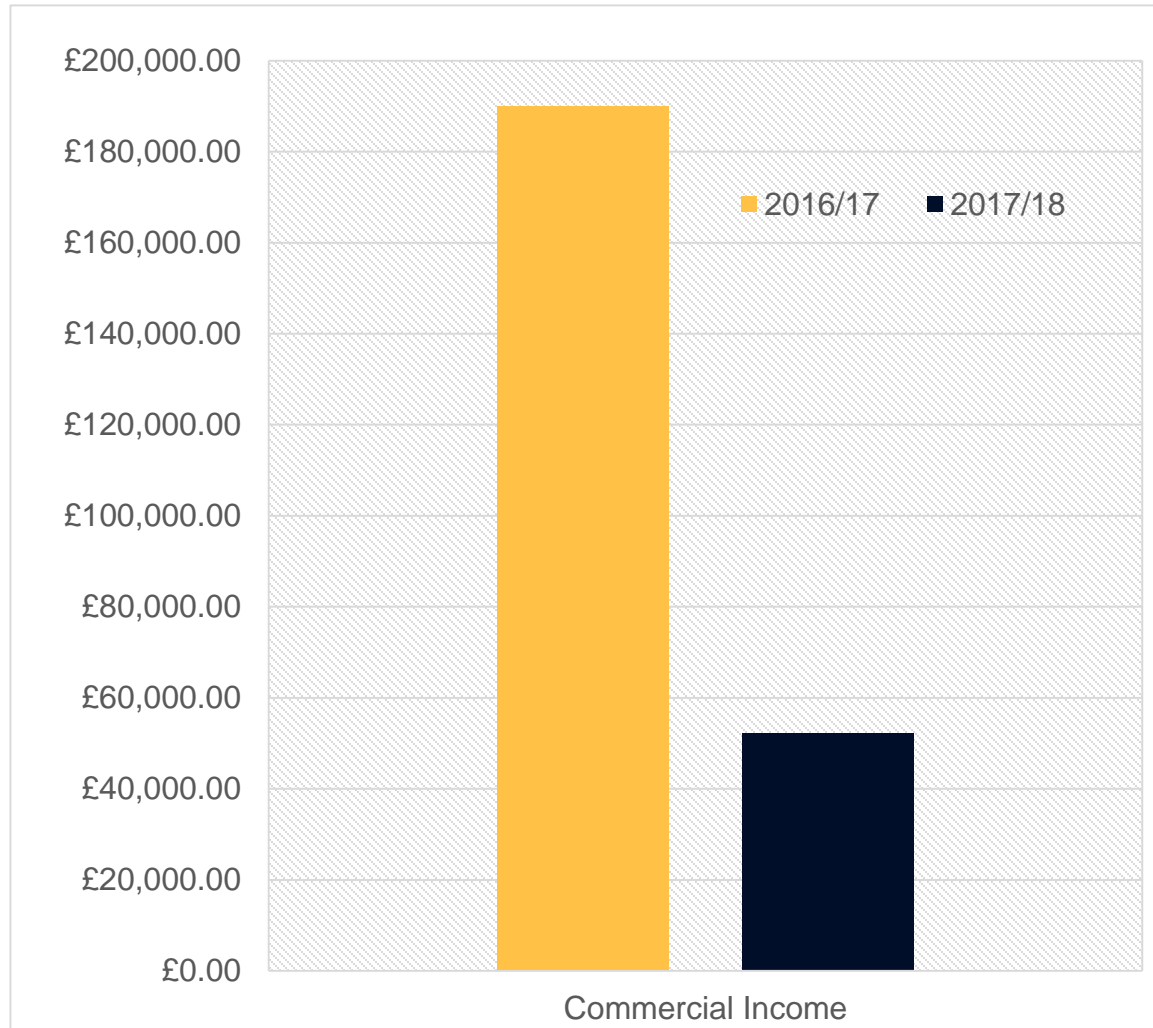


Full 2017/2018 end accounts here: <https://www.chestersu.com/pageassets/your-union/finance/Chester-Students-Union-Final-2018-accounts.pdf>

Reserves



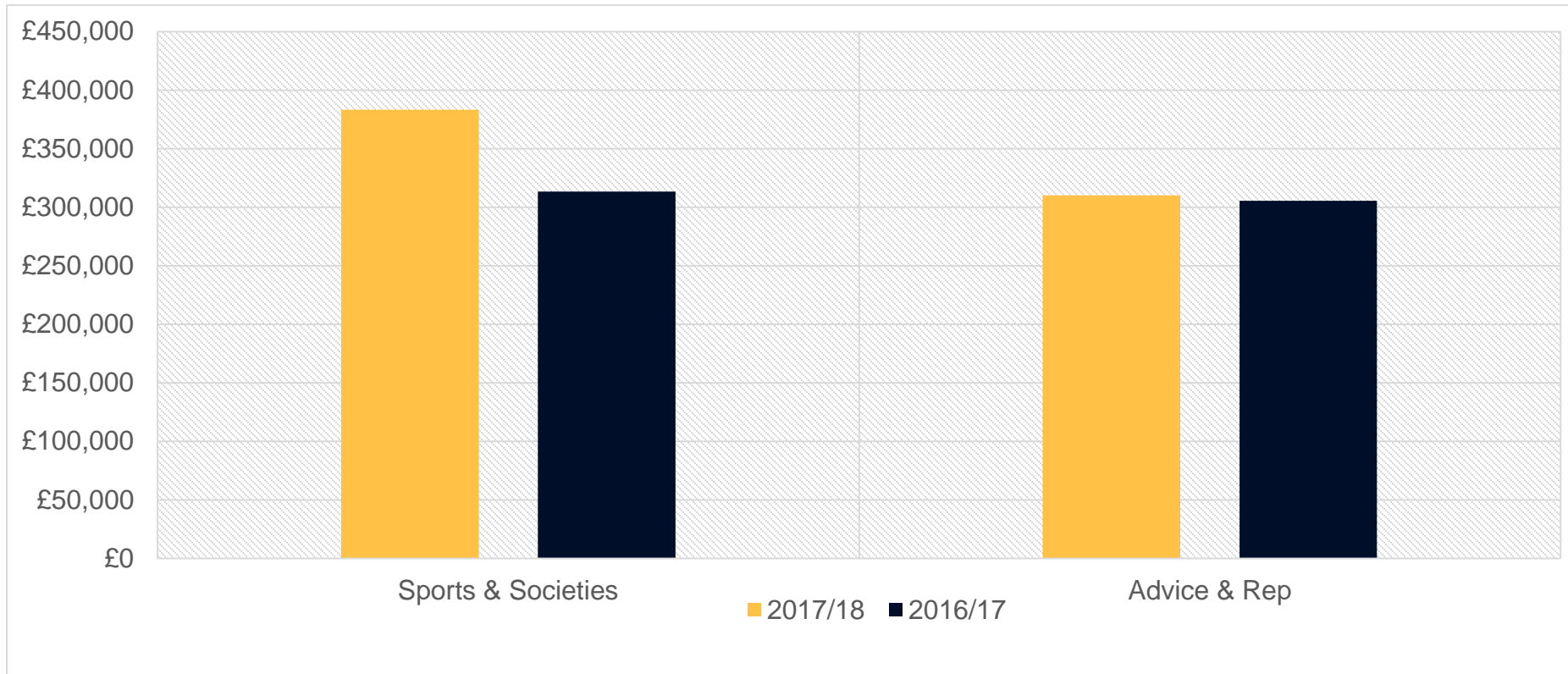
A Sharp Decline in Trading Income



Restructuring Staffing Costs



Spending More on our Services for You



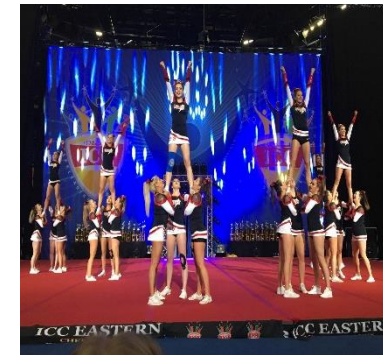
Building Support for Students

- ▶ Advice Cases 1104: up 48%.
- ▶ Housing Cases: up 179%
- ▶ £30,000 obtained for students in hardship last year.
- ▶ 400 Wellbeing Bags distributed.
- ▶ 1000 Sexual Health Bags distributed.



Helping you Achieve

- ▶ Two Varsity Wins
- ▶ 6 Leagues Won, 3 National Cups
- ▶ 4,815 Volunteering hours recorded
- ▶ £43,000 raised for charity



Improving your experience

- ▶ Wednesday afternoon kept free
- ▶ Examination Feedback
- ▶ Common Rooms on some campuses
- ▶ Facilities for commuting students
- ▶ Increase in block grant
- ▶ 100% increase in teaching award nominations



Plans for the future

- ▶ Complete reform of Student Experience Reps and Council
- ▶ Investing in societies
- ▶ More events with 50% not involving alcohol
- ▶ Development of our staff team
- ▶ Improving our communication with you

SHREWSBURY CAMPUS		
SUN 23RD	DAY: WELCOME DAY	NIGHT: INDIAN STREET FOOD
THUR 27TH	DAY: Feel Good Thursday WELLBEING EVENT	NIGHT: OPEN AIR Cinema
MON 24TH	DAY: EXTRAVAGANDE	NIGHT: Comedy Night
FRI 28TH	DAY: GRADUATION ALL STUDENTS INVITED	NIGHT: SUNSET CRUISE & ALBERTS SHED
TUE 25TH	DAY: Academic Day RBO, BOOK COLLECTION & PAT MEETINGS	NIGHT: LAZER TAG
SAT 29TH	Hawaiian Party AT THE BUTTERMARKE	
WED 26TH	DAY: FRESHERS FAIR 2018	NIGHT: RETRO GAMING NIGHT AND POW-HOUSE DANCE
SUN 30TH	CLIMBING THE WALLS	

Appointment of the auditors

- ▶ Auditor is someone who prepares and examines financial records. They ensure that financial records are accurate and that taxes are paid properly and on time.
- ▶ Coordinated tender involving ourselves with Liverpool SU, Liverpool Guild of Students and Keele SU to appoint Dains accountants as our auditors for a 3 year period starting in August 2017.
- ▶ Accounts will be renewed from 1st of August 2020.

Union affiliation for 2019/2020

▶ BUCS - £8,000

▶ NUS - £20,000



Returning officer

- ▶ NUS will be appointed as Returning Officer.
- ▶ Independent to Chester Students' Union with a vast experience in dealing with SU elections.
- ▶ NUS support will ensure regulatory obligations are being met in accordance with the Education Act (1994).
- ▶ Last year, 89 Students' Unions used NUS to return their elections.
- ▶ CEO operating as local deputy Returning Officer.

Nightline

- ▶ Union resolves that there needs to be an increase in support.
- ▶ Nightline is a peer listening service which is open at night and run by students, for students.
- ▶ **Work with the University to increase initiatives and strategies...nightline.**
- ▶ Thoughts?

Any questions?

