



Royal Veterinary College Student's Union

AGM Agenda

Date: 2nd November 2023

Time: 18:00 **Location:** HH Council Room

1. Welcome and Apologies

Attending: SU President Ezrie, Tom Smith SU Activities, Vanessa Ng SU Rep Comms, Hannah Slater SU Camden, SU Postgrad, SU E&D, Allyson Pace SU International, Su Environment, Erica Oliver, Fuchsia Stocker, Willow Gibson, Olivia Bilik, Alex Tyndale Haxby Manager, Dannielle Tolhurst Buttery Manager, Alasdair Lyons Crowe, BvetMed Course

Apologies - Jade stuck at work with an emergency

2. Confirm minutes of previous meeting

Confirmed - no objections

3. Submitted Agenda Points

Account and Audit Findings - *Alastair Lyon*

- Alasdair presenting accounts for the past financial year (2022 - 23)
- Advised current trustees that they are responsible for these accounts
- Accounts follow the Charity Commission rules (SORP)
- £1 million charity turnover
- Grant from the college
 - restricted funds for clubs & Socs kept in a separate
 - non restricted funds for running of SU
 - brought forward reserves/buffer of around £50,000

- Manage costs well, so a buffer is left for the next financial year
- Stock, debtors, funds = net worth
- Solvent (money left in the bank)
- Good financial health
- These accounts are a Legal doc - which will be put on the Charity Commission website, for public to view
- AL from Crowe explains 'what is an audit'
 - it's an independent scrutiny
 - expensive but required to have one by law
 - if auditors happy to sign off, then they are ready for trustees to sign off
 - risk assessments - best practice (eg checking bar sales)
 - Illness and death of GM have created challenges with financial controls
 - £3000.00 variance carried over to next year
 - points raised re: keeping a log of starters and leavers
 - 'inter-company' account - between the SU and college (try to keep square as the year is progressing, to keep accounts up to date)
 - 'house - keeping' - flagged in green
 - Trustee declarations - business outside the SU (eg family helping with SU events, such as 'poster making business') - needs to be recorded on form from Charity Comm
- Trustee vote on accounts
 - 4 trustees approved - passed
 - Olivia abstaining - not read the accounts yet
 - Trustees to sign and staff to send to Crowe for final PDF version (note the draft has been sent Julie Waterfield at college)

Update from SU Treasurer - Rahat Chowdry (see screenshot below)

Shared SU Budget:

- Breakdown sheet (cover sheet)
- Club and Socs budgets - grant funding £45,000.00
- 7k for 'pitch'
- Alexis asked about the 'pitch grant', if this is just for sports?
 - FS suggested that this be renamed as 'venue grant', for clubs or soc (not just sports)
- £2000 is available for clubs & Socs to apply (on a points based system - tba)
- All voted 'yes' in agreement to the budget

Clubs and Socs budget layout:



Grants Total	£50,000.00
Tour Grants	£2,000.00
New Clubs	£2,000.00
Contingency	£2,000.00
BUCS / LUSL	£10,000.00
Camden Activity Studio	£7,000.00
Refreshers Camden	£2,000.00
Activities Team (eg Hockey Pitch)	£5,000.00
Activities Team (eg external pitch for other clubs)	£2,000.00
TOTAL	£82,000.00
Grant Funding for Clubs and Socs	£45,000.00

Will be open for application for other clubs facing extreme difficulty with rising grounds hire prices

Grant allocation funding

Happy to go into further depth of any sections of the budget. Please email me ☺

Model B (protected characteristics)

- £200 main budget for each club
- They will be required to use debit and credit forms
- Will need to send RC a proposal and this will be approved by SU welfare and SU Treasurer
- No questions
- Vote - 'yes'

To vote on new societies - Tom Smith Stephanie Waller and Charlie

Motor sports

- Members - committee
- watch motorsport
- post on RVC hub - more than 40 people interested
- not applying for a grant/funding
- social club - eg watching motor sport together at house
- Questions from FS about driving - Steph said this driving would be in a simulator, not in a car
- Ezrie advised rules re: RVC crest - need to contact External Relations or use SU cow instead
- Alexis asked about planning of a large outing - how would they arrange/fund this (eg transport)

- SU treasurer Rahat advised them that they can apply for funding and put up subs if needed (as it might make it easier)
- Vanessa Rep Comms - asked for info for next SUupdate, to help tp advertise
- Vote - 'yes'

To vote - On updating EDI name - Alexis Cooper

- Change to SU to be in line with college EDI (language/inclusion)
- Name change/language change
- Proposing 'SU equity, diversity and inclusion officer'
- Voted and Approved - change on structure, officer page on website, bylaws (check email)

Course Rep Election 2023/24

On best approach when new nominees are submitted during the voting period for course reps - Vanessa Ng

- Lack of engagement in nomination for some roles/years
- 5 ppl nominated themselves, after a tutor had advised the role (after nom week had passed)
- Question to Trustee
 - Do we have 'first in, first served' or re-open noms
 - Ezrie spoke to Imelda today - she suggested we re-open for 48 hrs
 - During the election period some ppl nominated - VN asked - at which point do we close voting?
 - Ezrie suggests we do it in the same way as the officer election - agreed by Rahat

Course rep voting on website - Jack Conway/Vanessa Ng

- During Course rep elections - there was an issue with the website system, where any year could vote for any year group (should be within the year group)

Changes to exams - Vanessa Ng/ Ezrie Prideaux

- More information coming out from the uni is being sent out to students

- College are aware of anxiety regarding the change to exams
- Any queries to be redirected Vanessa or Ezrie and they will collate and send to Imelda in one go
- Danni Tolhurst - college have advised 5th years that the final year exams will be in person again
- Claudia - 'I had a mock exam the other day and I know lots of people on my course are v worried as it was quite disorganised and started late, the invigilators were not trained in what we could and couldn't do ie go back to the SAQ and use the lectures'

4. Christmas social

- SU Christmas meal Friday 24th November - fill in poll by tomorrow evening
- Secret santa - can be done even if not attending the meal
- WG to email the meal choices on Monday 6th November

Next meeting will be in the new year (date tba) - Ezrie will send a doodle poll

AOB - none

Meeting ended 19.30