



# Trustee Board Meeting

TB29/IT/1

**MARJON STUDENTS' UNION  
BOARD OF TRUSTEES 2024/25 M1**  
Monday 8<sup>th</sup> September 2025, 1400 - 1600  
Virtual meeting facilitated on Teams

## MINUTES - APPROVED

### **Part 1 Administration**

1	<b>Attendance and Apologies</b>
	<p><b>Present:</b></p> <p><b>IT</b> Isobella-Skye Taylor (President &amp; Trustee Board Chair) <b>DA</b> Dev Aditya (External Trustee &amp; Trustee Board vice Chair) <b>EJ</b> Esther Martin (Marjon SU Deputy President &amp; Trustee) <b>GB</b> Graham Briscoe (External Trustee) <b>JD</b> Jack Dee (Student Trustee)</p> <p><b>Apologies:</b></p> <p><b>PG</b> Paul Guildford (External Trustee) <b>EC</b> Emily Chipperfield (Student Trustee)</p> <p><b>In Attendance:</b></p> <p><b>MD</b> Mick Davies GM-CEO</p>

2	<b>Declaration of Interest:</b>
	There were no further declarations of interest other than those previously recorded.

<b>3</b>	<b>Welcome and introductions from the Chair:</b>
	<p><b>IT</b> welcomed all to the meeting, and confirmed that all papers had been previously circulated by <b>MD</b></p> <p>.</p>

<b>4</b>	<b>Minutes from May meeting (TB28/LW/1)</b>
	<p>The minutes of the Meeting held on the 28<sup>th</sup> of May 2025 were confirmed to be an accurate representation.</p>

## ***Part 2 Reports***

<b>1</b>	<b>Report From MD General Manager (CEO)</b>	Presentation/Information
	<p><b>1 Finances</b></p> <ul style="list-style-type: none"> <li>- The 24/25 accounts were completed as expected and are with the examiners.</li> <li>- The 25/26 university funding includes a 4.6% cut in finances from the university, amounting to just short of £5,000.</li> <li>- <b>LW</b> and <b>MD</b> worked to oppose the cut, but it was justified by the university, due to university-wide cuts and redundancies.</li> </ul> <p><b>2 Budget</b></p> <ul style="list-style-type: none"> <li>- The budget produced was balanced to implementing slight reductions in staff hours, an embargo on overtime, and reducing student staff except in income-generating areas.</li> <li>- The budget anticipates £10,000 in sponsorship and fairs, but has already exceeded that, reaching a possible £14,000.</li> <li>- This was achieved through hard work of all revisiting past sponsors and securing a large list of sponsors contributing smaller amounts.</li> <li>- <b>MD</b> views the budget as dynamic and open to adjustments based on income.</li> </ul>	

### 3 Sponsorship Strategy

**MD** discusses the possibility of increasing sponsorship beyond the current targets

- The current sponsorship portfolio includes five or six entities giving a couple of thousand pounds each.
- The £14,000 in sponsorship is realized and, in the pipeline, with invoices issued.
- The SU will continue to explore more sponsorship opportunities.
- MSU are in talks with Plymouth University Student Union regarding leads on potential sponsors.
- Sponsorship efforts continue throughout the year, not just at the beginning of term.

### 4 Cash Flow Management

- **MD** Presented the cash flow projection.
- Blue columns in the cash flow projection indicate actual figures, while white columns represent projections.
- The cash flow document helps monitor financial health and forecast potential issues.
- The lowest projected cash on hand is £7,000 in April.

### 5 Communication and Reporting

**DA** requested an update on freshers' week income after the event.

**ACTION MD**

### 6 QSI Audit

**GB** Suggested considering applying for the QSI audit, arranged by the students' union, to gain more formal recognition from the university.

**He Offered** to will circulate the report and questionnaire from Christchurch at Canterbury's successful audit.

**DA** agreed it's worth investigating and asks for details.

**ACTION GB**

**Arising:**

2	Report from Officers IT EM	Presentation/Information
	<p>Looking directly at main manifesto points.</p> <ul style="list-style-type: none"> <li>- Manifesto points complement existing areas of strategic work.</li> </ul> <p><b>Project Bring Back Barjon</b></p> <ul style="list-style-type: none"> <li>- Cost-efficient plan to increase student engagement at Barjon</li> <li>- Low-cost methods of rejuvenating the space.</li> <li>- Comfy seating obtained sustainably (Facebook Marketplace).</li> <li>- Painting done cost-effectively (paint donated from Crown Paints Plymouth and student rooms).</li> <li>- Local artist Abby helped with the artistic approach.</li> <li>- Next steps: conversation charts and arrangements with the student radio station.</li> </ul> <p><b>SU Visibility</b></p> <ul style="list-style-type: none"> <li>- Increasing student engagement and overall visibility is crucial.</li> <li>- Roughly 6% of students visit campus.</li> <li>- Actions taken: <ul style="list-style-type: none"> <li>- Posting regularly on social media.</li> <li>- Regular podcasts with Campus Conversations.</li> <li>- Updating the website with the university senior designer.</li> <li>- Increased Instagram following in the first four weeks.</li> </ul> </li> </ul> <p><b>Student Forum Rebrand</b></p> <ul style="list-style-type: none"> <li>- Student Experience Council (SEC).</li> <li>- Collaborating with the Teaching, Learning and Academic Quality Committee (TLAC).</li> </ul>	

- Student forum rebranded as Student Solutions.
- Monthly SU meeting in the newly refurbished Barjon.

### **Tonic Tuesday's Mental Health Movement**

- Remove social stigmas around mental health.
- Encourage and enlighten students about available resources.
- Work with services at Marjon sports departments, and local services.
- Pop-ups in places like the Chaplaincy or Barjon.
- Aims to empower students to be proactive in reaching out for help.

### **Aims and Achievements**

- The aims correlate to strategic priorities: ensuring students feel supported and represented and providing meaningful opportunities.
- The projects will continue the success of the MSU and create a legacy for future academic years.
- **MD** highlights the negotiation with a major paint supplier to get free paint for Barjon as a major achievement, especially considering the university's financial situation and strict health and safety policies.
- **DA** echoes **MD**'s sentiments, emphasizing the importance of these achievements and the need to utilize these skills in future negotiations, particularly regarding block grants and sponsorships.

### **AOB Discussion**

#### **Governance and Approval**

- The trustee board has not yet approved the budget, which should ideally be approved at this point in the academic year.
- The board supports the proposed budget and will seek formal approval from a full trustee quorum, possibly via email, to ensure it is recorded.

**ACTION MD**



The board will be asked to formally endorse **JD**'s continued position as a trustee via email due to the lack of a full external trustee quota.

**ACTION MD**

- The position of a student officer will be re-advertised in approximately two weeks.

**RESERVED BUSINESS**

Close 1600

<b>ACTION</b>		<b>BY WHOM</b>	<b>DATE</b>
5	Provide an update on Freshers income	MD	Post Freshers
6	Circulate QSI Audit report and Questionnaire	GB	ASAP
AOB	Circulate email points for approval	MD	ASAP