



MINUTES OF THE PROCEEDINGS  
of the sixth ordinary meeting of the  
Clubs, Societies and Projects Board  
of the Imperial College Union  
in the 2013-14 Session

The meeting of the Clubs and Societies Board was held in the Union Dining Hall in the Union Building  
on the 25<sup>th</sup> of February 2014 at 6pm.

**Present:**

ICU President	David	Goldsmith
Deputy President (Clubs & Societies)	Yasmin	Edwards
Deputy President (Finance & Services)	Kieron	Creagh
Deputy President (Education)	Natalie	Kempston
Deputy President (Welfare)	Marissa	Lewis
Arts and Entertainment Board Chair	Alex	Savell
Athletic Clubs Committee Chair	Chew	Liew
C&GU Vice President Finance and Societies	Tim	Munday
CAG Chair	Sam	Page
GSU President	Andreas	Thomik
ICSM Clubs & Societies Officer	Patrick	McGowan
Media Group Treasurer	Maciej	Matuszewski
Overseas Students Committee Treasurer	Yuri	Ichinose
RAG Treasurer	Ben	Fernando
RCSU President	Plabon	Saha
Recreational Clubs Committee Chair	Thomas	Wheeler
RSMU Vice President of Clubs and Societies	Emma	Tomms
SCC Chair	Michail	Ntinalaxis
Silwood President	Shorok	Mombrikotb
<b>Permanent Observers</b>		
Student Activities Manager	Anthony	Crowther
Student Activities Coordinator	Katie	Colthurst

**Apologies:** Membership Services Manager Phil Power.

**Observers:** Rachel Gregory ACC Treasurer, Sue Hong OSC Secretary, Steve Tran ICSMSU President, John Golden ICSMSU Treasurer, John Lee SCC Treasurer, Thomas Bradley A&E Treasurer, Anusha Vijeyaratnam RAG Vice Treasurer, RSMSU Treasurer Owen Roberts, Emily Pennington RSM President, Saber King CAG Treasurer, Max Keech RCC Observer, Claire Bankier Silwood Co-President, Samuel Lloyd, Treasurer Silwood.

**1.0 Chairs Business:**

The Budgeting rules were outlined as detailed below:

- i. Only one person to speak at a time.
- ii. Only speak once the chair has invited you to speak.

- iii. The chair may move items to the vote.
- iv. If you wish to make a point, raise your hand and the chair will note your name.
- v. Any points made must be new and brief.
- vi. If a proposal is made and seconded it will move to a vote immediately and no more points may be made until the vote has been made.
- vii. You may freely second a proposal.
- viii. No texting or use of social media during the meeting
- ix. No alcohol is permitted during the meeting. Not adhering to this will result in expulsion from the meeting for a period of time at the discretion of the chair.
- x. The Chair may call a break in the proceedings and will specify the length.
- xi. No swearing or shouting
- xii. No personal attacks.
- xiii. Once agreed by the board, these rules cannot be amended, recalled or corrected during the meeting, except by the chair.

1. First offence-verbal warning
2. Second offence- expulsion from the meeting for a period of time at the discretion of the chair.

**1.1** The Board voted to accept the rules as outlined above

**Resolved:** The Board resolved to accept the budgeting rules as outlined above

## **2.0 Minutes of last meeting – 18/02/14**

**2.1** The Board resolved to accept the Minutes of the last meeting unanimously.

## **3.0 Matters arising:**

3.1 No matters arising

## **4.0 Budgeting:**

It is noted that key discussion points arising from the previous meeting will be discussed first.

### **4.1 A129 ACC Golf**

It is noted that the club will not be able to get subsidy for individual affiliations as this cannot be covered by CSPB.

It is noted that some players may not want to join Denham Golf Club as it is quite expensive and social/occasional members may not want to spend £150 each on membership.

It is noted that there are concerns over raising the Membership fee to £150 as this could be quite financially exclusive.

It is noted that the main query for line A129 was on the basis of individual affiliation.

It is noted that CSPB do not fund individual affiliations. However, as this is an unusual case the Board could consider funding the budget application in this instance.

It is noted that all other external clubs or pay and play options are significantly more expensive.

It is noted that it would be unfair to require social/occasional members to pay £150 in membership fees.

It is noted that the club uses Denham for competitions and they would be unlikely to be allowed to use the grounds for competition if they are not affiliated/members.

It is noted that the recommendation was to move it to CSPB-B on the basis of expense. However, it is a core requirement and therefore could be considered in CSPB-A at fund lower %.

A proposal is made to move line A129 to fund lower percentage but consider funding it in CSPB-A and keep the membership fees at the lower rate.

**Vote:**

**For = 17      Against = 0      Abstentions = 1**

**The proposal passes.**

**4.2 Silwood Exec:**

*It is noted that the Board will now consider the Silwood budget application as a whole.*

The basis of the Silwood campus is explained to the Board.

It is noted that Silwood cannot predict which events or clubs they will have as the majority of the students change on an annual basis and clubs/activities depend on interest/requirements.

It is noted that the Harlington money currently in the Silwood ACCounts can only be used for the reason it was requested for, not for alternative clubs/events.

It is noted that Silwood has quite a significant amount of SGI.

It is noted that a large amount of money in the Silwood budget and in their SGI will be spent on Silfest.

A proposal is made to take money from the central pot and ring-fence it for Silwood to use in the Activity Development fund. Silwood will then need to apply for it from the Development Fund, but it will be available solely for their use up until a pre-approved deadline.

It is argued that it takes longer to foster engagement at Silwood and many clubs do not get up and running until Christmas. Therefore, if a lengthy process is required to get funding this could cause issues with engagement and opportunities.

It is noted that the fund is not expected to require a lengthy application process.

It is noted that certain parts of the Silwood budget are not fundable by CSPB, as such the full amount should not be awarded for this.

A proposal is made to award Silwood £5000 and then further finances can be requested from the Development fund.

**Vote:**

**For = 6      Against = 7      Abstentions = 5**

**The proposal fails.**

It is noted that ring-fencing finances for Silwood in the Development pot would allow the Union to provide them better support and increase communication between Silwood and the Union.

It is noted that this has been happening already.

It is noted that a strict deadline for spending money in the Development Fund could cause issues for events later in the year (such as Silfest).

It is noted that applications can be made in advance for events such as Silfest.

A proposal is made to award Silwood 50% of their requested amount as grant and 50% would be ring-fenced in the Development Fund.

**Vote:**

**For = 6      Against = 8      Abstentions = 4**

**The proposal fails.**

A proposal is made to allocate Silwood £2000 as grant and ring-fence £3000 from the main pot in the Development fund for Silwood to use.

**Vote:**

**For = 12      Against = 4      Abstentions = 2**

**The proposal passes.**

A proposal is made that CSPB set Silwood a deadline of the end of January to apply for the money ring-fenced for them in the Development pot.

**For = 15      Against = 3      Abstentions = 0**

**The proposal passes.**

#### **4.3 Queried Lines:**

**Justification:**

**A575 OSC German:** It is queried that the Octoberfest event should be profitable. It is argued that CSPB should not be funding unsuccessful events.

A Proposal is made that line A575 should be moved to CSPB-B.

**Vote:**

**For = 16      Against = 1      Abstentions = 1**

**The proposal passes.**

**A576 OSC German:**

It is queried that this is primarily a social event, and not core.

It is argued that the event is to promote German culture.

A proposal is made that line A576 is moved to CSPB- B

**Vote:**

**For = 13      Against = 1      Abstentions = 4**

**A589 OSC Indonesian:**

This line has been queried as the clubs income and sponsorship is high, therefore it is argued they do not need CSPB funding.

It is noted that the event is very expensive and therefore they club need the requested £2000 as it covers the ground hire for the Great Hall, which is essential for them to carry out Indonesian night.

It is noted that the event is profitable, but profits are split between all the Universities that take part.

It is argued that if an event is self-sustaining and profitable then it does not require funding.

It is noted that the event was only successful last year because they had sponsorship and funding, there is no guarantee the club will get sponsorship again.

A proposal is made to take the recommendation and move line A589 to CSPB- C.

**Vote:**

**For = 15     Against = 1     Abstentions = 2**

**The proposal passes.**

**A616 OSC Korean:**

It is noted that this is the only event Society requested that the Management Group felt should be funded.

It is noted that the recommendation states that the request was excessive, not un-fundable.

It is noted that the club have provided further information and have confirmed the request is for is for hire and food from an external caterer, as College catering cannot support the event. The money is also required to hire an external PA.

It is argued that this could be classed as a social event and therefore should not be funded by CSPB.

It is noted that in this instance it is difficult to draw a line between social and cultural events as the society need a platform on which to introduce Korean Culture.

A proposal is made to change the request amount to £600 and change the classification to 'ground hire' but fund it in CSPB-A.

**Vote:**

**For = 16     Against = 0     Abstentions = 2**

**The proposal passes.**

**RCC:****A643 RCC Assassins Guild:**

It is noted that this request is to replace central club equipment that has been lost, not individual members equipment.

A proposal is made to fund line A643 in CSPB-A.

**Vote:**

**For = 5      Against = 2      Abstentions = 11**

**The proposal passes.**

**A744-A752 RCC Kitesurfing:**

The lines are queried as it is unclear where the income for the club comes from and how much members are required to contribute.

It is noted that the income comes from the members, as they pay the difference between the subsidy and the overall cost.

It is noted that the membership is currently quite low. However, it is noted that Kitesurfing is a summer activity and membership is expected to increase.

A proposal is made to fund lines A744-A752 from CSPB-A.

**Vote:**

**For = 18      Against = 0      Abstentions = 0**

**The proposal passes.**

**A766 and A768 RCC Mountaineering:**

It is noted that these affiliation fees cannot be merged with RCC Outdoor, as both clubs legally require individual affiliation.

A proposal is made to fund lines A766 and A768 in CSPB-A.

**Vote:**

**For = 18      Against = 0      Abstentions = 0**

**The proposal passes.**

**A776 RCC Parachute:**

It is noted that the members contribute the difference between the subsidy and the total cost.

It is noted that this is a core activity of the club.

A proposal is made to fund line A776 in CSPB- A

**Vote:**

**For = 13      Against = 0      Abstentions = 5**

**The proposal passes.**

**A780 RCC pilots:**

It is noted that this query was originally made on the basis of a lack of detail.

It is noted that the RCC believe the line is part of their core activity, despite a lack of detail.

A proposal is made to fund RCC Pilots from CSPB-A.

**Vote:**

**For = 13      Against =      Abstentions = 5**

**The proposal passes.**

**A781 RCC Pilots:**

It is noted that flight charts cannot be shared with RCC Gliding, as there are over 100 members between the two clubs and this is not feasible.

It is noted that correct charts are a health and safety requirement.

A proposal is made to fund line A781 in CSPB-A.

**Vote:**

**For = 16      Against = 0      Abstentions = 2**

**The proposal passes.**

**A798 and A799:**

It is noted that this line has been queried due to a formatting error.

It is noted that the line should actually refer to cleaning solutions etc. Due to the nature of the materials used, the cleaning material must be industrial grade.

A proposal is made to fund line A798 and A799 in CSPB-A.

**Vote:**

**For = 18      Against = 0      Abstentions = 0**

**The proposal passes.**

**A829 A830 A831 RCC Surfing:**

It is noted that the amount of money requested in subsidy is the difference between the cost of the activity and the amount charged to members, and the members contribute the difference.

It is noted that the original complaint was that the budget is poorly written.

A proposal is made to fund lines A829, A830 and A831 in CSPB-A.

**Vote:**

**For = 13      Against = 0      Abstentions = 5**

**The proposal passes.**

**A861 RCC VVMC :**

It is noted that there is a typing error in this budget request and the cost should be £200 not 100.

It is noted that the club are not asking for a large amount of subsidy.

A proposal is made to alter the costs and keep the budget line in CSPB- A.

**Vote:**

**For = 17     Against = 0     Abstentions = 1**

**The proposal passes.**

**A897 RCSU BioSoc:**

It is noted that the RCSU feel that the request for speakers for the BioSoc Debate is justified and the amount requested is reasonable.

It is noted that the costs for ground hire are not necessarily Acceptable, as SAF could be used as a venue for the event for free.

A proposal is made to reduce the overall cost by £150 to £250 and therefore bring the final Management Group allocation to £200

**Vote:**

**For = 17     Against = 0     Abstentions = 1**

**The proposal passes.**

**A918 RCC RCSU motor:**

It is noted that this line could be funded from a contingency claim if necessary.

It is noted that a contingency claim was made for this this term, and the recommendation from CSPB was to budget for it in the future.

A proposal was made to fund line A918 in CSPB-A

**Vote:**

**For = 12     Against = 0     Abstentions = 6**

**The proposal passes.**

**A986 SCC Energy:**

It is noted that this line was queried as it was felt that it was not core or essential expenditure and there was a lack of supporting information.

It is argued that raising awareness is a core activity of the club.

The SCC are happy to take the recommendation and move line A986 to CSPB b.

**A994: SCC Fair Trade:**



It is noted that the line has been queried as colour printing/publicity cannot be funded by CSPB, printing is already provided free of charge in the SAC,

It is noted that one of the club's core aims is to raise awareness and they are requesting banners and posters etc. to achieve this.

It is noted that it is against the budgeting policy to fund printing/publicity costs.

A proposal is made to move line A994 to CSPB-A.

**Vote:**

**For = 5      Against = 7      Abstentions = 5**

**The proposal fails.**

A proposal is made to go with the recommendation and move line A994 to CSPB-B

**Vote:**

**For = 15      Against = 1      Abstentions = 1**

**The proposal passes.**

**A986 SCC energy:**

It is noted that there is a lack of detail in the budget.

It is noted that the club are yet to spend any money this year.

A proposal is made to go with the recommendation:

**Vote:**

**For = 15      Against = 1      Abstentions = 1**

**The proposal passes.**

**A997 SCC Hindu:**

It is noted that this budget line should not have been combined and the cost of coaches has been combined with affiliations.

The affiliation fee is checked and the cost is calculated per member, but is not an individual affiliation, it is a group one.

**The SCC are happy to go with the recommendation and split the line.**

**A1014, 1015, 1017, 1018, 1019 SCC Model United Nations:**

This line has been queried as it is labelled as travel expenditure, but there is no justification of costs and no member contribution given.

It is noted that the costs are correct and the SCC have checked them with the club.

The club have only requested a proportion of their costs and the rest will be covered by members.

A proposal is made to move all the queried lines to CSPB-A

**Vote:**

**For = 3      Against = 3      Abstentions = 13**

**The Chair has the casting vote and the proposal does not pass.**

A proposal is made to move the lines to CSPB-B.

**Vote:**

**For = 13      Against = 3      Abstentions = 1**

**The proposal passes.**

**4.4 Numbers:**

**A206 ACC Sailing:**

It is noted that the club have a low membership at the moment and have not yet hit the minimum requirement.

It is noted that sailing is a summer sport, and more members are likely to join as the weather improves.

A proposal is made that line A206 is funded from CSPB-A.

**Vote:**

**For = 11      Against = 2      Abstentions = 4**

**The proposal passes.**

**It is acknowledged that this vote has been proposed based on incorrect information; therefore the Board can elect to re-vote on a different proposal.**

A proposal is made to go with the recommendation and move line A206 to CSPB-C.

**Vote:**

**For = 11      Against = 1      Abstentions = 5**

**The proposal passes.**

**A21 A&E Fashion:**

It is noted that the club have not spent much grant yet this year.

It is noted that the club have spent a third of their money in a third of the year, therefore are on track to spend their full grant.

A proposal is made to fund line A21 in CSPB-A.

**Vote:**

**For = 17      Against = 0      Abstentions = 0**

**The proposal passes.**

**A349 –ICSMSU Asian Medical Students' Association:**

It is noted that this is an affiliation fee and the club are required to affiliate.

It is noted that Imperial cannot affiliate as an institution.

A proposal is made to fund line A349 in CSPB-A:

**Vote:**

**For = 16      Against = 0      Abstentions = 1**

**The proposal passes.**

**A804 A911 RCC RCSU Motor:**

It is noted that the club are requesting financial support with publicity and business cards as they need to advertise around college and promote the vehicles.

It is noted that this is not a core aim.

A proposal is made to move line A804 and A911 to CSPB-B.

**Vote:**

**For = 16      Against = 1      Abstentions = 0**

**The proposal passes.**

**A542 RAG Exec:**

The line was queried as it is argued that it seems unnecessary to spend money on spending 7 people to conference.

It is argued that this is the only training opportunity the Exec receives.

It is noted that 7 people only constitutes 1/3 of the committee and it is vital to set up connections with charities and gain training.

It is noted that only 3 members were funded to go last year.

It is noted that last year three of the members lived in Birmingham and therefore did not need to pay the full cost of conference, but 6 members attended.

A proposal is made to bring the number of attendees down to three people and fund at a lower percentage in CSPB-A.

**Vote:**

**For = 14      Against = 1      Abstentions = 2**

**A proposal is made to reduce the travel costs from seven down to three people.**

**Vote:**

**For = 15    Against = 1    Abstentions = 1**

**The proposal passes.**

**The RCC are happy to follow the recommendations.**

**The SCC are happy to follow the recommendations.**

**The OSC are happy to follow the recommendations.**

**4.5 SGI:**

**A1 A&E A Capella:**

It is noted that this year 3 teams have entered, not all the money has gone through yet, and one team hasn't claimed fees back yet.

It is noted that the club have requested an extra team as they now have an extra group.

It is noted that this cost should not be covered from the development fund, as it is budget-able and a core requirement.

A proposal is made to fund line A1 from CSPB-A.

**Vote:**

**For = 13    Against = 1    Abstentions = 3**

**The proposal passes.**

**A6 A&E Chamber Choir:**

It is noted that speakers are required for workshops and members already contribute a significant amount to the cost of these.

**A proposal is made to fund line A6 in CSPB-A**

**Vote:**

**For = 14    Against =    Abstentions = 3**

**The proposal passes.**

**A17 A&E Dramsoc:**

It is noted that the club do have a high SGI, but they require a high contingency pot as they have £200,000 worth of equipment.

It is noted that college insurance covers up to £10,000 per item.

It is noted that the club could rent extra/replacement equipment that they require.

**A proposal is made to take the recommendation and move line A17 to CSPB-C.**

**Vote:**

**For = 16      Against = 1      Abstentions = 0**

**The proposal passes.**

**A29-A32 A&E Cinema:**

It is noted that the club are required by to make £2000 profit each year to pay back the Union for the cost if the digital projector.

It is also noted that the club have outstanding costs to be claimed back.

It is noted that the club do not have a particularly high SGI.

A proposal is made to fund lines A29-A32 in CSPB-A.

**Vote:**

**For = 14      Against = 1      Abstentions = 2**

**The proposal passes.**

**A71 ACC Badminton:**

It is noted that whilst the club currently have a high SGI, they run their SGI to the ground each year and a very large ground hire bill had not come through yet.

**A proposal is made to fund line A71 in CSPB-A.**

**Vote:**

**For = 14      Against = 0      Abstentions = 3**

**The proposal passes.**

**A422 - A425 ICSMSU Drama:**

It is noted that the club does currently have a high SGI, but they still have scholarship money to distribute and other costs to be reclaimed.

It is noted that license fees have not yet left the Account and after they are taken the remaining SGI will be a buffer for events.

**A proposal is made to fund lines A422-A425 to CSPB-A.**

**Vote:**

**For = 7      Against = 2      Abstentions = 9**

**The proposal passes.**

**A467, A470-A471 ICSMSU Light Opera:**

It is noted that the club do have a large SGI, it has increased by £2700 from last year, however the year before they lost £300. Their SGI is unstable, as it depends on the success of productions.

It is also noted that this year the club had £1500 of donations, but they can't rely on it happening every year.

A proposal is made to move lines A467, A470-A471 to CSPB- B

**The proposal fell.**

**ICSMSU are happy to follow the recommendation.**

A proposal is made to cut the Dramsoc lines that weren't included in the original queries lines A16 and A18.

**Vote:**

**For = 16      Against = 1      Abstentions = 0**

**The proposal passes.**

**OSC are happy to follow the recommendations.**

**A710 –A726 (excluding A711) RCC Gliding:**

It is noted that whilst it is a particularly expensive activity, it is also an amazing opportunity.

It is noted that the club has a high membership and members already contribute a lot in membership fees and additional costs.

Total subsidy is 17,515 – members contribute a lot of money already.

A proposal is made to recommend a membership target increase to 70 and the membership cost to £72. The difference in cost will be taken from the budget request.

**Vote:**

**For = 11      Against = 0      Abstentions = 6**

**The proposal passes.**

**A proposal is made that the request remains in CSPB-A but at fund lower %.**

**Vote:**

**For = 16      Against = 1      Abstentions = 0**

**The proposal passes.**

**A962 and A972:**

It is noted that the clubs have both only requested a £10 subsidy.

It is argued that this could easily be funded from their SGI

A proposal is made to move both lines to CSPB- C

**Vote:**

**For = 17      Against = 0      Abstentions = 0**

**The proposal passes.**

**A978 and A979 SCC Debating:**

It is noted that the club still has over £3800 in their SGI.

It is noted that the club still has £2500 and £1000 travel costs to pay and this will bring the SGI to £300.

**A proposal is made to fund the request in CSPB-A.**

**Vote:**

**For = 16      Against = 0      Abstentions = 1**

**The proposal passes.**

**Social:**

**A607 OSC Israeli:**

It is noted that this request is for a cultural event,

It is noted that the event is a party, but it is also a cultural and historical event.

It is noted that the costs could be covered by the event and SGI.

It is noted that the club do not have much SGI, and will struggle to cover the cost of the event.

A proposal is made to fund line A607 in CSPB-A – Keep in CSPB-A.

**Vote:**

**For = 7      Against = 6      Abstentions = 4**

**The proposal passes.**

**A306 CGCU Civil Engineering:**

It is noted that this cost is for speakers at an event that could be deemed social, but it is not a social aspect of the event.

A proposal is made to move line A306 to CSPB-B.

**Vote:**

**For = 15      Against = 1      Abstentions = 1**

**The proposal passes.**

**A758 RCC Meat Appreciation:**

It is noted that this could be considered a social event (Burns Night).

It is noted that meat appreciation/consumption are part of the societies core aims.

**The RCC are willing to accept the recommendation.**

**A999 SCC Hindu:**

It is noted that the Diwali Ball is a traditional Indian event.

It is noted that the Ball is historically massively successful **and makes 1000's of pounds for charity.**

**The SCC are willing to accept the recommendation.**

**4.5 Split and split tour:**

**A103 ACC Cycling:**

It is noted that any line that was queried as Accommodation has been removed as the query was false.

A proposal is made to change the category for line A103 to ground hire and fund it in CSPB-A.

**Vote:**

**For = 14      Against = 0      Abstentions = 3**

**The proposal is passed.**

**A462 ICSMSU Lacrosse:**

It is noted that the line should be split into accommodation, competition entry and travel expenditure.

A proposal is made that the line is core and therefore should be kept in CSPB-A and split between the relevant categories.

**Vote:**

**For = 15      Against = 0      Abstentions = 2**

**The proposal passes.**

**4.6 Tours and Expense:**

**A386 ICSMSU boat:**

It is noted that the club has misclassified this as conferences, but it is not a conference.

A proposal is made to fund line A386 in CSPB-A and change the line from conferences to instructors and travel.

**Vote:**

**For = 17      Against = 0      Abstentions = 0**

**The proposal passes.**



***It is noted that any line with a blank query will be discussed if any person wishes to remove it from CSPB-A. If no one wishes to remove a line they will all be funded in CSPB-A.***

**A proposal is made that all blank lines stay in CSPB-A.**

**Vote:**

**For = 16      Against = 0      Abstentions = 1**

**The proposal passes.**

**A discussion occurs in relation to the % funding levels for each category.**

It is noted that a reasonable amount of funding should be left for CSPB-B, as there are a lot of budget lines in this category.

It is noted that everything classified as 'fund lower %' is still in CSPB-A, so will be discussed at the next meeting.

It is noted that the percentages will be unconfirmed at the end of this meeting and will be finalised at the next meeting.

It is noted that if the Board cut 1% from all categories there is £16,092 left in CSPB –B .

A suggestion is made to increase Ground Hire and Travel to 35%

A proposal is made to take these percentages as a starting point for the next meeting.

**Vote:**

**For = 17      Against = 0      Abstentions = 0**

**The proposal passes.**

**Meeting time finish: 22:55**