*Committee members present:*

**Activities Committee Semester 2 Grant Subgroup**

11th December

*Devansh Jhamnani – Activities and Employability Officer, co chair*

*Alex Keen – Education Officer*

*Matthew Widdop*

*Jacob Dyke*

*Benedict Morgan*

*Emmanuel Olugbemi*

*Supporting Staff Members:*

*Gemma Dunkley (Student Activities Co-ordiantor, Systems and Development)*

*Harriet Berrington-Hughes (Senior Student Groups Co-ordinator)*

**Trigger Warnings:**

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| **Item No.** | **Item Title** | **Meeting Notes** | **Actions** |
| **Start** |  |  |  |
| 1 | **Welcome & Introductions** | DJ: Chairing today, hello all  HBH: Asks all to get up grant spreadsheet.  Explains how committee will be split into two groups with HBH and GD supporting, share details of allocated categories of groups.  Reads through the number of applications and the funds that are available  Shares principles from last round, committee invited to review and see if they want to carry over  MW: ‘£50 for ticketed events’ seems very vague and low?  AK: I think it was for those events where we knew members would contribute via tickets, they didn’t need too much grant assistance  MW: understood but feel there may be ones where we want to grant more  HBH: you are able to change wording if you wish  MW: make it guidance rather than explicit  HBH: changes the wording on supporting doc.  All confirm they are okay with the principles to apply to this round |  |
| 2 | **Grant Decisions** | Grant decisions were made and recorded on the Semester 2 2024-25 Grant Spreadsheet. The committee decided to separate into smaller groups with support from staff members. This was to ensure that applications were resolved in time, due to the volume of applications and the small committee.  Where a category was not resolved in one meeting, only the same committee members reviewed it in a second sitting.  The following principals were set by the committee:  Campus league – 50% of the entrance fee per term  Event which can be ticketed –guidance of £50  External speakers related costs – maximum 75%  Food – maximum £75  Website related costs - £200  Max £150 for Ball events  Max £100 for costumes  Tech – 50%, max of £500  £25 for one off events  Sport equipment – 50% max of £75 |  |
| 3 | **AOB & Goodbye** | HBH: DJ and GD need to leave meeting at 12pm, so without a chair we will have to continue next week.  Committee discuss dates when they may be available, HBH to book it in  All say goodbye and meeting is ended |  |
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**Date & Time of next meeting: meeting carried on 17th December at 11am**