*Committee members present:*

**Activities Committee Semester 2 Grant Subgroup**

Tuesday 17th December

*Lara Parker, Sports Officer, co chair*

*Alex Keen – Education Officer*

*Matthew Widdop*

*Benedict Morgan*

*Supporting Staff Members:*

*Samantha Macbeth (Student Activities Manager)*

*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** | HBH: carrying on from first meeting, shares context from the first meeting about approx how much was spent. Shares principles with the group again  HBH: explains there are 3 categories left. Split into two groups for Religious and Cultural, then there is Activity left?  MW: Shall we all come back together to do Activity?  LP: yes sounds good |  |
| 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 £50 150  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** | LP: AOB?  LP: shares some concerns about amount of money left for semester 3  MW: if we do semester 3 and don’t have enough of this left, we can use the de-rec pot can’t we?  HBH: I will need to check that, but the figures look fine. Semester 3 spends less  MW: discusses how figures looked for last year. Check the spreadsheet?  HBH: 23-24 spreadsheet shows about £5k spent in semester 3 last year, £11k allocated  MW: I think we’ll be fine  LP: MW you have better knowledge than me, happy to go with it if you think it’s fine  MW, AK, BM: confident in the allocation figures  LP: Great, thanks everyone  **Committee says goodbye and meeting ends** |  |
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**Date & Time of next meeting: TBC**

Principals:

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