



**Minutes of the Meeting of:
University of Lincoln Students' Union Sports Council
Held on Friday 1st of November 2013, 10.00 am – 12.00pm
Cargill Lecture Theatre, Main Administration Building**

1. Present

Chair

Amy Womersley (Sports Officer)

Sport Representatives

Athletics, Badminton, Basketball Women's, Cheerleading, Cricket, Dance, Equestrian Social, Futsal Women's, Golf, Handball, Hockey, Lacrosse, Martial Arts, Netball, Rowing, Rugby League, Rugby Union Men's, Rugby Union Women's, Sailing, Snowsports, Squash, Surfing, Swimming, Table Tennis, Tennis, Trampoline, Ultimate Frisbee, Volleyball, Skydiving.

Emerging Sports Present

Archery

Also In Attendance

Joe Burt (VP Activities)

Ian Johnston (Membership Services Manager/Deputy CEO)

Elly Sample (Director Communications, Development & Marketing)

Maddy Potts (Content Officer, Communications, Development & Marketing)

Amanda Marshall (Executive Assistant)

2. Apologies for Absence

No apologies for absence were received, but it was noted that a number of sports clubs were not present.

3. Minutes of previous meeting

The minutes of the previous meeting were agreed as an accurate record.

Approved: 29

Rejected: 0

Abstained: 0

4. Matters Arising

It was noted that there were three action points arising from the previous meeting, which had now been completed, with the exception of the University's room booking system. Once this has been updated, dates will then be circulated.

5. Emerging Sports

Archery

Approved: 29 Rejected: 0 Abstained: 0

Emerging Sports Club Archery was approved, with a membership cost of £25 per member. In response to a query from a member regarding left-handed users, it was noted that the equipment used is modular, so can be adapted for left-handed users. Membership Services Manager JJ suggested that the Club contact the University Sports Centre regarding a venue for the Club, and JB suggested exploring other venues. It was noted that Archery was particularly popular, following exposure and interest after the 2012 Olympics.

The Handbook was received.

Wing Chung Kung Fu

Members from this proposed emerging club were not present at the meeting, therefore no vote was taken.

Cycling

Members from this proposed emerging club were not present at the meeting, therefore no vote was taken.

Expedition

Approved: 29 Rejected: 0 Abstained: 0

This club proposed that formation of the club would enable members to participate in outdoor activities, with a particular focus on providing opportunities for members to see different parts of the country. It was hoped too that outdoor activities participated in could encourage members to take part in the Duke of Edinburgh Award Scheme (the cut off age for participation in this is 25) – fulfilling the volunteering and community service elements of the Award. It was noted that there is a rock climbing club in existence at the moment.

The proposed £35 joining fee would include a year's membership of the YHA (Youth Hostelling Association) and a free t-shirt. The club also hoped to attract international students.

One student highlighted the distance and travelling involved, commenting that everything proposed seemed to be some distance away (ie travel to participate in the Three Peaks Challenge). The emerging club highlighted that Lincoln has good transport links, and the very purpose of the society would be to allow members to get out and see different places. In response to a question about demand for the club, it was noted that there were currently seven students interested in joining.

The Handbook was received.

6. Development Fund requests

Development Fund

Surfing: £400, to purchase 3 surfboards

Approved: 24 Rejected: Abstained: 4

This application for development funding was approved.

It was noted that there are 36 members of the club at the moment, who all attend. The Club proposed renting out the boards, to generate self-raised funds for the society. The sum of £400 requested would be added to the £200 due to be received from Facebook advertising. Trips cost the society £383 to run, and they did not wish to use these funds.

Tennis: £1000, for floodlight costs

Approved: 1 Rejected: 21 Abstained: 6

This application for development funding was declined.

The Tennis Club plans, in future, to do some activities to generate self-raised funds. Floodlight costs at Eastgate Tennis Club are an ongoing cost, at £3 per half hour. Students asked whether it would be possible for the Club to consider practicing at an alternative time in the day, or on a different day – and also if there were other venue options that the Club could consider which were undercover. The response was that there were limited facilities available in the Lincoln area, and Eastgate Tennis Club training slots were heavily subscribed with junior activities. There is a debt carried forward from the Tennis Club for floodlight costs, from the previous year which needs to be paid. The Club do not wish to be in this deficit position again next year.

Sailing: £440 for the development of instructors/training to achieve instructor qualifications

Approved: 23 Rejected: 0 Abstained: 5

This application for development funding was approved.

The Sailing Club does not compete at present. They have a deal with North Hykeham Sailing Club, enabling them to access the Club on Wednesday afternoons at a heavily discounted rate. They intend to train sailors to become instructors, which would include driving a speedboat, and first aid (as well as being able to sail as a prerequisite). The proposed speedboat course is at a cost of £60 each, for four people. The Club plans to also use self-raised funds towards the instructor course, which is due to take place in April 2014. The Club has 31 members at present, and their membership fee of £40 includes the cost of taxis to and from the sailing club.

The Club request is for funds toward development and racing – so they can compete competitively. Membership has doubled, from 10 last year. The Club was asked by a student if any current fund-raising was taking place, and they are considering this at the moment. The Club has been approached with dates for the training course – with the next one due to take place in November 2013 (it runs twice a year).

7. Marketing/Communications updates

The University's Director of Communications, Development & Marketing gave an overview of the function of her directorate. The Communication, Development & Marketing department deals with 100,000 prospectuses every year. All marketing and communications related matters for the University are dealt with in Elly's department. They also communicate with alumni, with 70,000 in 150 countries. The department runs activities in those countries. They do PR, advertising, development and fund-raising – including the organisation of gala dinners. They organise all the events which take place around campus, ie Open Days, and the Lincoln Festival. The University has around 50,000 people on campus every year. They organise graduation. Elly introduced Maggie Potts who had accompanied her to the meeting – Maggie is the Web Auditor who prepares material for the prospectuses etc.

Elly explained that the purpose of her attending the Sports & Societies Councils was to see what sports clubs and societies were attending. She added that her view was that the Development Fund is inadequate, for all the activities the sports clubs and societies do. Last year, Elly put something into place, so that sports clubs and societies could access funding from her area. She set up a 'Get Lincoln Noticed' campaign, with two prizes up for grabs. Clubs and Societies were to organise any PR generating event, with the emphasis on wide coverage. There were two 'prizes' of £500 each made available, but unfortunately no applications were received. The remit is very wide and loose, ie it could be a YouTube video (for example the ski trip video). Elly had not received any entries, and wished to encourage clubs and societies to submit their entries. The entries should be by any PR related event, with a wide coverage. Elly is looking for reach – ie high number of hits on YouTube, Facebook etc.

8. Sponsorship

Joe Burt checked that all were clear on the processes for sponsorship – explaining that a few clubs had been operating outside the remit of the SU. Joe advised that he was due shortly to send out an email to members confirming the sponsorship arrangements. He would also be advising members of the consequences, should they not obtain their sponsorship through the SU. Joe explained that the reasons for going through the SU, are to ensure that everyone is safe. The email will be sent out in the new few days.

9. Data Protection Policy

Joe advised that there had been an incident recently whereby a club/society had received an email containing a membership list. Someone had leaked the contents of this email (ie the membership list) to a club. Joe emphasised that that was against the law, and in breach of the Data Protection Act 1998. Joe explained that members had already signed a Code of Conduct, and would also be required to sign a newly created Data Protection Policy, which members should adhere to in relation to the Membership Lists which are sent out to them, and which they are privy to. This Policy was sent out to all members last week, and Joe asked that all members sign it and return it to the SU. The Policy is also now on the SU website.

10. Initiation Policy

Joe emphasised the message about initiations, ie 'don't do them'. Joe advised that the SU has a strict zero tolerance policy against initiations. The selection of members of teams should be based only on their sporting ability, and not on their ability to carry out any so called 'initiation' activity. Joe emphasised that anyone taking part in initiations would be taken to a Disciplinary Panel. The policies are on the SU website, and members were advised to take this matter very seriously (<http://lincolnsu.com/activities/resources>).

11. Pep Rally

The Pep Rally event was not well attended. Some participants didn't attend as it took place on a Wednesday afternoon, and they had a game in the morning – so didn't wish to partake in more exercise afterwards. It was agreed that at the last Sports Council of the year, Council would agree a date for Pep Rally for the following year. The event would be more publicised/advertised, and there would be more notice given.

Some members didn't know what a Pep Rally was, and what it entailed. Members would like more images and something a bit more descriptive in the promotional material. Other suggestions were pre-drinks in the Tower Bar area, and recorded videos for the promo' material.

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& 13. Training/Training Sessions Weekly

There is a new University-wide room booking system. Two way communication is needed on this.

14. Student Open Discussion

Transport – a number of members had experienced transport issues last Wednesday (23 October 2013). The ladies Rugby team were kept waiting for over half an hour to be picked up by the coach from the Nettleham facility (the sheet stated 4.30 pm). Whilst members understood the cost issues, Issues had been experienced with members sharing coaches with other teams (Men's Rugby in particular), ie one team left at 12 noon and the game did not start until 4.30 pm – which results in a lot of time just waiting around. This also precludes some members from attending if they have lectures. One team was waiting around for five hours.

Members highlighted that BUCS teams have their transport paid for, but queries what happened for those teams not competing in BUCS – in terms of payment for the transport. Joe explained that he had raised this matter at the Union's Executive Committee, and he was due to write a proposal to take to the Committee in December 2013. Joe would like to secure a larger budget to include transport for those non-BUCS teams. He informed members of his intention to bring drafts of the proposal to Sports Council meetings for the members to review. Ian Johnson encouraged members to advise the SU of other avenues of available funding also.

Business Insurance – for members using their own cars.

There had been some confusion amongst members about whether they could use their own transport, and they understood that they were not permitted to do so.

It was made clear that members can use their own transport, provided the requisite business use insurance was purchased in addition to their normal car insurance policy. Typically costs for this are approximately between £15, and £20. However, members were asked to watch out for 'administration' fees. Ian Johnson encouraged members to come to the SU and talk about this, as they could help and advise on this matter. Ian further explained that the SU has a deal with company 'Lincs Van Hire', offering competitive rates - which members may wish to take advantage of; and again encouraged members to come and speak to him about this.

Overnight Stays – Cup Games

Members queried what happens for teams at Cup Games, destinations as far away as Glamorgan and Bath – asking how these were funded and whether an overnight stay would be possible. Joe advised that he would need to look in further depth at the budget. Members didn't wish to have, for example, a five hour drive prior to playing their game/s - and asked if it was possible for the SU to fund such trips.

15. Any Other Business

Varsity

This event is due to take place on Sunday 16 February 2014, and Lincoln are due to play away at Hull Union. Joe advised that he was due to meet with the Vice President for Sports at Hull Union in the next two weeks, to be pulling everything together and start planning for the event. Any teams interested in participating, to email their details to: sports@lincolnsu.com.

Leicester Tigers

Leicester Tigers is playing against the Ospreys on Friday 8 November 2013. Ticket/transport prices were a flat £20, as Joe had been able to knock £2 off the price. This included transport to and from Leicester and the ticket price. The coach is due to leave at 5.30 pm on Friday 8 November 2013.

University Open Day

Members were asked to note that University Open Days were due to take place on Saturday 2 and Saturday 23 November 2013. Clubs and societies are welcome to get involved, and should contact Elly Sample if interested.

Tour

Joe advised that he needs to finally confirm 'Tour' (Salut) and need a group name for the tour. He asked Council if they would like to select a name, but they were happy for Joe to select one on their behalf. Of the dates available, Joe decided to opt for the middle one, and Council was happy with that.

Club 'playing under protest'

There had been an issue recently with a club 'playing under protest' and had signed a form to this effect. Members were reminded that 'playing under protest' forms should be signed BEFORE a game, not after in order for them to be valid. Members are advised if they are asked to fill in a form after a game, not to sign it/them.

Accounts

One member asked when the accounts would be available. Joe apologised for the delay, and advised that they would be ready early next week.

16. Date of Next Meeting

The next meeting will take place on Friday 29 November 2013. It will be held in the Cargill Lecture Theatre MB0302, from 10.00 am – 12 noon.

Confirmed