Formal Trustee Board
Minutes of meeting held 14 March 2025

Present		
Cerys Evans (CE)	President and Chair of Trustee Board	She / Her
Amanda Chetwynd (AC)	External Trustee, Safeguarding Lead	She / Her
Mike Leckie (ML)	External Trustee, Chair of Finance & Risk Sub-Committee	He / Him
Dave Morris (DM)	External Trustee, Chair of HR & Renumeration Sub-Committee	He / Him
Richard Soper (RS)	External Trustee, Vice Chair of Trustee Board and Chair of Governance Sub-Committee	He / Him
Ella Smith (ES)	Wellbeing Officer	She / Her
Harrison Stewart (HS)	Education Officer	He / Him
Jack Watson (JW)	Activities Officer	He / Him
Ariana Dell (AD)	Student Trustee	She / Her
Rory O'Ceallaigh (RO)	Student Trustee	He / Him
Declan Ricketts (DR)	Student Trustee	He / Him
In attendance		
Misbah Ashraf (MA)	Chief Executive Officer	She / Her
Tony Camp (TCP)	Head of Commercial Services	He / Him
Chris Cottam (CC)	Head of Advocacy & Governance	He / Him
Jane Morgan Jones (JMJ)	Head of Finance	She / Her
Apologies		
Charlotte Barker (CB)	Trustee Board Secretary	She / Her
Paula Kinsella	Head of People	She / Her

1. Opening Business
1.1 Apologies | Received from Charlotte Barker and Paula Kinsella.
1.2 Declarations of Interest | None.
1.3 Register of Attendance | The Trustee Board noted attending members.

2. Matters for Formal Approval
2.1 Minutes of Meeting | Last held 24 January 2025 | Approved by Trustee Board.

Resignation of President
The Vice Chair requested that the Trustee Board discuss the resignation of the President before the rest of the meeting continues.

The President referenced the email they had sent to Board members that included the link to the statement that was published on the LUSU website https://lancastersu.co.uk/articles/lusu-president-resigns. The President read out the speech that they made at Union Assembly. The President explained that following legal advice, from our PR Consultant, they were informed that they could not name specific groups or individuals who are responsible for their decision to resign. They confirmed that they have no concerns about the treatment or support they have received from LUSU, and their decision has nothing is to do with staff behaviour. The President also confirmed that they had sought advice from the NUS and the LUSU Interim Head of HR.

The Vice Chair expressed their disappointment that the President made this decision but understands why and explained that the public statement has meant that this is an issue for the Board. Two areas for members to note are:

- You have been given the opportunity to make a formal representation to LUSU.
- Culturally, as the governing body of the Trust, we need to act and examine the circumstances that led to this situation, if we do nothing and it was drawn to the Charity Commission's attention, this will do LUSU harm. The Vice-Chair suggested that they and the Chief Executive conduct an initial review and reflect on what has happened and what LUSU needs to do, not to find specific individuals but what should be done in terms of leadership.

The Education Officer confirmed that it is good practice to open up about how the officers are treated by the student body.

The Head of Advocacy & Governance confirmed that the charity must evidence the steps that have been taken to protect individuals. It is right that discussion must happen at Trustee Board and there is a course of action going forward.

The Vice Chair confirmed that the Trustee Board needs to be able to defend its action or inaction.

2.2 Risk Policy

The Head of Finance informed the Trustee Board that the risk policy has had its annual review and had been to the Finance & Risk Sub-Committee on 13 February 2025. They reported that there had been minimal changes.

The members discussed the ownership of the risks, and the Vice Chair confirmed that the Trustee Board owns all the risks but delegates them to the management team, to carry out the responsibilities properly.

Approved by Trustee Board

3. Items for Discussion

3.1

3.2 LUSU Shop

The Head of Commercial informed the Trustee Board that the shop is not operating at best practice, and they recommend getting in Moneypennys to benefit from the learnings from other students' unions.

The Head of Finance suggested that it would be useful to go through the scope of the project as some of the work could be done internally. The Head of Commercial is concerned that the skills to do this in-house are not available.

Approved by the Trustee Board subject to scope.

4. Items for Information – The following items are taken as read

4.1 Chair's Report

4.2 Trustee Board Sub-Committee Chair Reports

4.3 The Charity Commission

4.4 Election Results 2025

4.5 High Level Budget & Forecast Assumptions and Parameters

4.6 Projected Out-Turn 2024-25

The Head of Finance commented that it was produced a month ago, so slightly out of date.

The FRSC Chair congratulated the team on managing the deficit and the management challenge.

4.7 Management Accounts – January 2025 YTD

5. Electronic Decisions Since Previous Meeting

None.

6. Additional and Future Business

6.1 Thank you and good luck

The Chair thanked the Head of Commercial for everything that he has done as a trustee and an employee. The Vice Chair also wished the President good luck in the future on behalf of the Board and thanked them for all they have done for the year and a half that they have been President.

7. Meeting Closed

Approved on: 06/06/2025