Formal Trustee Board
Minutes of meeting held 31 October 2025

Present		
Rory O'Ceallaigh (RO)	President and Chair of Trustee Board	He / Him
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
Leah Buttery (LB)	Wellbeing Officer	She / They
Liz Gillet (LG)	Education Officer	She / They
Emily Houston-Woods (EW)	Activities Officer	She / Her
Declan Ricketts (DR)	Student Trustee	He / Him
Harrison Stewart (HS)	Student Trustee	He / Him
Liam Wright (LW)	Student Trustee	He / Him
In attendance		
Misbah Ashraf (MA)	Chief Executive Officer	She / Her
Charlotte Barker (CB)	Trustee Board Secretary	She / Her
Chris Cottam (CC)	Head of Advocacy & Governance (Chair's Aid)	He / Him
Alan Reynolds (AR)	Crowe Auditor	
Ibrahim Hashmi (IH)	Crowe Auditor	
Apologies		

1. Opening Business
1.1 Apologies | Declan Ricketts has sent apologies and joined at 10.38.
1.2 Declarations of Interest | RO and EW declared that they were both JCR presidents at the time of previous 2024-25 presidency.
1.3 Register of Attendance | The Trustee Board noted attending members.

2. Matters for Formal Approval
2.1 Minutes of Meeting | Last held 6 June 2025 and 2 July 2025 | Approved by Trustee Board.

2.2 Annual Report & Accounts
The auditors Alan Reynolds and Ibrahim Hashmi of Crowe attended the meeting between 10.05-10.30 and confirmed that they intend to issue an unmodified audit report, that is clean across all three entities The President extended thanks and gratitude to everyone.

Approved by Trustee Board

2.3 Budgets 2025-26 and Forecasts 2026-28
The Chief Executive informed the Trustee Board that the digital approval of the budgets 25-26 and forecasts 26-28 had not meet quoracy. The Trustee Board discussed the budgets and forecasts, particularly in relation to LUSU Housing Ltd and the impact of the Renter's Right Bill on the market. The Vice Chair suggested that a strategic review of housing should be initiated.

Approved by Trustee Board

2.4 LUSU Annual Health & Safety Report 2024-25
The Chief Executive noted that this is the Health & Safety report for the last academic year and there are three key areas to be addressed.

- LUSU Housing
- Sugarhouse
- Risk Registers

Approved by Trustee Board

3. Items for Discussion

3.1 Investigation into the Organisational and Cultural Background to the Resignation of the President, March 2025

The Vice Chair thanked the trustees for their comments on the draft report. They reminded the trustees that the brief was to learn from what had happened and the following items were highlighted:

- JCRs and LUSU leadership.
- Develop a better partnership with the JCRs.
- Ability to speak at Union Assembly.
- Code of conduct.
- Training for our leaders.

3.2 The Sugarhouse: Update

The Trustee Board discussed the current position of The Sugarhouse.

Approved by Trustee Board

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

4.1 Ukraine Society
4.2 Chair's Report
4.3 Chief Executive's Report
4.4 Trustee Board Sub-Committees Chairs Report: To be circulated afterwards
4.5 LUSU Media Coverage
4.6 LUS Shop Lease
4.7 NUS Returning Officer's Report Summer 2025
4.8 FTO Induction 2025
4.9 Post-16 Education and Skills White Paper Briefing

5. Electronic Decisions Since Previous Meeting

5.1 Change of Company Secretary

The Directors approved the change of Committee Secretary to Chris Cottam following the departure of the Head of Finance.

Approved by Trustee Board

6. Additional and Future Business

7. Meeting Closed at 12.55pm
