



# Minutes

Friday 2nd October 2015 – 16:00, Room 1.13 BSMS Teaching Building

**Present:** Alec Saunders (AS), Ayesha Raheem (AR), Dom Lowcock (DL), Fraser Kenny (FK), Harry Cross (HC), Henry Graham-Rack (HG), James Lee (JL), James Willans (JW), Neil Calderwood (NC), Nick Greenslade (NG), Phillipa Wright (PW), Rachel Wilson (RW), Ruairi Conway (RC,) Daniel Sims (DS),

**Guests:** Lyndsay Burtonshaw (USSU Activities Officer) and Amaran Cumarasamy (Representative of MedChi)

**Apologies:** Alex Parr (AP), Gemma Hawkey (GH), Jenny Scott (JS), Jonathon Stone (JS), Lauren Clark (LC), Louise Woollen (LW), Mani Jayamurthy- (MJ), Matt Burton (MB), Meggie Sambrook-Smith (MS), Ravi Mani (RM), Jaz Dhedli-Singh (JD)

**Absent:** N/A

	Agenda item	Notes and actions to be taken	Person responsible
1.	<b>Committee business</b>		
2.	<b>Minutes of the previous meeting</b>	The minutes for the previous meeting held on Wednesday 23 <sup>rd</sup> September 2015 were approved.	JW
3.	<b>Matters arising</b>		
3.1	Membership cards	The general consensus of the committee was that replacement cards should cost £2 to cover costs	
3.2	Admin privileges for Dom on USSU website	DL can now set up elections, and he still needs to test this out to make sure that it will work properly. DL to set up a dummy election and send it to committee and if it works we can use this for 1 <sup>st</sup> year reps and Winter ball. Now that we might not be selling anything on the website, the privileges appear sufficient, as we can keep all the details up to date, links to the website etc.	DL
3.3	Medic kit and debt	Meeting on Monday 5 <sup>th</sup> October with Brighton SU. JW to attend with AS and AR at 12:30. This meeting to find out what the finance situation is, and to find out what has happened to the sponsorship money from RFU and for tennis.  Debt from tennis- Tennis captain claims they earned money from sponsorship which has been confirmed by the sponsors. We're assuming that the money has gone into the MedSport account and not into tennis. AS and AR to confirm at meeting.	AR and AS  AR and AS



		<p>Sponsorship offer from rep from King of clubs for things such as tracksuit bottoms etc. He wants us to name how much we want for kit. Sports reps to liaise and find out more details</p>	<p>AR and AS</p>
<p>3.4</p>	<p>USSU Website use for email election/ Winter ball</p>	<p>DL has privileges to make surveys. See 3.2.</p>	<p>DL</p>
<p>3.5</p>	<p>MedChi- Amaran in attendance to give us more information about what the society does</p>	<p>The society is showcasing the health care landscape of Brighton. Bringing interested health care professionals and students together to informative and inspirational talks. As an experienced society they are offering their help to other societies to kick start things such as getting guest speakers for conferences etc. They are a charity, not a society as such, have their own funds and means to carry out what is needed. At phase 1 level it is a way for students to meet new people etc. It has been suggested that MedChi become a society in it's own right within the medical school, as well as a society in the community. Societies reps to forward on societies application form to Amaran. If some of committee could go and chat to Ruth at their next event for more information and ask what they want us to do for them.</p>	<p>HG and PW</p>
<p>3.6</p>	<p>Society application requests for approval</p>	<p>Badminton: There was discussion as to what the applicant wants is a sport or a society. The general consensus is that it will become a sport.</p> <p>Funding request approvals (sexpression)- They have asked for funding. It has been approved, but not paid, and is pending on the code for their USSU account.</p> <p>Student research network society Application has been received and is being approved.</p> <p>Running Soc- this was a previous society. There is a similar society (Sussex athletics) and there might be problems with USSU approving as a new society. To be discussed between societies representatives USSU.</p> <p>Sign language society- application is received. Societies reps to forward to USSU for approval.</p> <p>Discuss plans for controlling sponsorship requests: Lots of societies apply to external companies for sponsorship and societies reps are having meetings with the main sponsors to make sure that one society does not take all of the pot that</p>	<p>AR and AS</p> <p>HG and PW</p> <p>HG and PW</p> <p>HG and PW</p> <p>HG and PW</p> <p>HG and PW</p>

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		<p>is set aside for our university.</p> <p>Student Anatomy Society has had a funding offer but it has terms that committee do not feel is appropriate, such as displaying sponsorship details on the medsoc website. It would be difficult to have just one societies' sponsor on the website without allowing all of them to have their sponsors on the website.</p>	
3.7	First year Facebook group spam	JW has suggested that we need to screen out the second years off of the page to reduce the number of people spamming the page. JL to create a phase 1 page and add all of phase 1.	JL
3.8	Minutes to be posted to the Committee group	JL to do this. Then when they are uploaded post the the Medsoc facebook page to let everyone know they are available online.	JL
3.9	USSU meeting with treasurers	<p>The meeting with the societies co-ordinator occurred this week, and they are keen to have us change over to a USSU account as opposed to an external account, however we have paid for an audit.</p> <p>If we sell through USSU we don't have to pay VAT on expenses, but we do have to pay VAT on ticket sales.</p> <p>If we sell tickets for Winter ball through the external account, we have to pay VAT on our expenses, but not on ticket sales. This is new information from the accountant. If we use the external account for everything we must pay an auditor for £1000 +VAT. There will be a meeting on Tuesday with USSU representative to discuss this. At the moment the external account is more expensive, however it is more convenient. We are not currently sure if the audit will be yearly or every 3 years.</p> <p>We have in writing what tax will we pay, and as long as we do not exceed £82,000 we will not have to pay tax on ticket sales.</p> <p>Debt: -£1556.55 left from the grad ball account, 1 of 5 USSU accounts. On Tuesday 6<sup>th</sup> Oct 2015 the plan is to combine the accounts to one central account. The central account will envelope the debt, and the treasurers need to find out what the balances are in the other accounts first.</p>	<p>RC and RW</p> <p>RC and RW</p>



3.10	Presentation from Activities officer Lyndsay	<p>We also need to query if we can pay the sports debt using the USSU account.</p> <p>Introduction from Lyndsay:</p> <ul style="list-style-type: none"> <li>• Doctor's of the world:</li> <li>• NUS has set up "Dissertations for good" trying to link up students that are doing research in a specific area with parties that want that specific research done.</li> <li>• My Body Back: A charity to set up smear tests, sexual health advice and other medical things in non-clinical settings. There is a new one setting up in Brighton with a universities section to look up later. Request for us to spread the word amongst students and see if anyone has any interest, possibly via the bulletin when it starts. If they do, then direct to Lindsay for more information.</li> <li>• Contact number for Lyndsay: 07711376844.</li> </ul>	RC and RW
3.11	Socials- BSMS MedSoc stamps	To buy 2 stamps for use on nights out, and some sharpies. Socials secs to buy and treasurers to reimburse.	HC and FK
3.12	Advertising	<p>Social secs are now posting a monthly bulletin on what is going on in Brighton, for example places to eat etc that will get the members discounts, which we can negotiate deals from the companies so that we can earn some money, and offer some advantages for the card.</p> <p>Advertising for the MedSoc page- This will earn a revenue for MedSoc. DL has not been able to be as selective as we'd like with the adverts that we would use. It works by choosing 50 sub-categories of adverts we do not want to use. DL has already set it up and once the ads start appearing DL can approve or remove adverts before they are aired on the website.</p>	
3.13	Wristbands	We have run out of wristbands. Social secs will order some wristbands for MedSoc socials and for RAG.	HC and FK
3.14	Half-way there ball	3 <sup>rd</sup> year reps to contact the previous committee's 3 <sup>rd</sup> year reps about they're break downs. Also to consult AP for his advice.	JS and MS
4.	<b>Any other business</b>		
5.	<b>Date of next meeting</b>	09/10/15	

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