

# Activities Hub

Friday 09-11-2018 10:00-11:00

	1	<b>Welcome &amp; Apologies</b>
13 Attendees including: Vice-President Activities; Activities Co-ordinator; Activities Manager; Sports Officer; Societies Officer	1a	Cassie Coakley CC. Activities Department- Emily Baldwin EB; Lorna Cruickshank LC; Katie Maloney KM; Will Smith WS
9 Cluster Reps from; Campaigns, Politics and Lifestyle; Snow/Water Extreme Sport; Outdoor Ball and Racket; Indoor Ball and Racket; Arts and Culture; Recreational; Academic (College of Science and International Business School); Active Lifestyle; Academic (College of Arts and Social Science).		Cluster Reps – George Young; Emily Stevenson; Patrick Turner; Emily Mercer; Harrison Charles; John Weightman; Alyssa Critchley; Bekki Loveridge; Elliot Luke.
Non-Attendance	1b	Kieran Williams (Individual Competitive)
Apologies received	1c	None
	2	<b>Vice President Activities Update</b>
Numbers	2a	Activities have 4,114 unique/ 6067 total members to date which includes 683 volunteer committee positions.
Funding	2b	Students are engaging well with funding opportunities - 5 competitive grants, 23 development grants, 5 bursary applications. Due to the high amount of applications being received cluster reps were advised to think wisely about what they were giving and to think about if they had received funding before, their accounts and if they had been attending hubs.
Social Sport	2c	Social Sport sessions have started well with an increase in attendance across the 11 sports compared to last year. 1,526 participants so far.

GIAG	2d	241 students have participated in GIAG so far through taking part in Activity Wars and the trial Escape Room.
BUCS	2e	Lincoln are currently 73 <sup>rd</sup> in the BUCS league with 273 BUCS points and 6 teams are currently in the promotion slot.
Societies	2f	The Murder Mystery night was a success and 8 out of 10 swans is going well.
Events	2g	Clash of Castles is taking place on the 23 <sup>rd</sup> January; Varsity on the 23 <sup>rd</sup> March; Societies Showcase on the 5 <sup>th</sup> April and We Are Lincoln Awards on the 3 <sup>rd</sup> May 2019.
Movember	2h	Cluster Reps were asked to be promoting and supporting Movember.
Tours	2i	Sports Tour deadline is 30 <sup>th</sup> November. Information about Societies Tour should be up and ready next week, with societies going to Prague.
RAG Week	2j	RAG week is taking place next week. It was asked if this could be promoted.
	3	<b>Matters Arising from Sports, Societies and Academic Societies Hubs</b>
Matters Arising	3a	Cluster reps were asked to promote the deadlines and opportunities from the Hubs.
	4	<b>Matters Arising from Activities Hub</b>
Take That Photo	4a	EB to look into photo times to make sure they are correct.
1 <sup>st</sup> Aid Sessions	4b	There are currently no more first aid sessions booked in to take place.
Ultimate Development Grant	4c	The full £500 of Ultimate Frisbee's development grant was spent due to a lot of hotels being fully booked.
Table Tennis	4d	Due to the Partnership with the Sport Lincoln Stakeholders. It was agreed that the Table Tennis club could borrow the tables from the SSES. Meaning there was no need to buy anymore.
Cluster Pages	4e	ES to take swimming out of the snow/water/extreme Facebook group.
	5	<b>Development Fund Applications – 13 Received</b>
Previous Funded Applications	5a	ECO - £112; Ultimate Frisbee - £500; Climbing - £320; American Football - £500; Mens Basketball - £360; HEMA £291.41
Handball	5b	They are self-funded in their competitions and have to pay for travel which is expensive

£139.96 – Handballs Approved		meaning they have high outgoings. Their current balls are not up to standard.
£119.85 – Music Stands Orchestra Approved	5c	They have struggled to get a room to practice in this year. It would be beneficial to all members. They put on big shows throughout the year and do have to travel to events which means that they have outgoings as well, however they have not explained their outgoings clearly. They pay for a conductor but it doesn't say for how much. The application form is not very detailed and the Cluster Rep had to chase them more than once to get the quote.
£312 – Speed Coach Rowing Approved	5d	It will benefit all members and rowing is an expensive sport. Have had to recently pay £7000 to Lincoln Rowing Club to have access to their facilities and be able to row with them. Have included a quote and application form is very detailed.
£156.41 – Ball and Astro Rounders Approved	5e	Not much outgoings and haven't done any fundraising. However not asking for much and it will help to develop the club.
£500 – Transport Christian Union Approved	5f	Bus cost is very expensive for the society. A purchase request has already been submitted but not processed. It was decided to approve if PO had not been processed.
£213.52 – Boat Storage Canoe and Kayak Approved	5g	This would improve safety as currently a boat could fall and hurt someone. It will help develop the club. The money currently in the account is going towards safety equipment.
£500 – Instructor and Travel Pole Fitness Approved	5h	New activity so need support in setting up and have attempted to do fundraising. Detailed application included.
£230.10 – Referees and Travel Basketball Womens Approved	5i	Provided evidence of cost. Submitted a detailed application. Not got much money in accounts. Self-funded team and have been doing fundraising.
£444.39 – Helmets, Shelters and Ropes Mountaineering Approved	5j	Safety equipment for the club. Use money in accounts to help fund trips, however it is uncertain as to how much of each trip is subsidised. Transport is their biggest cost and they currently have to pay for a health and safety trainer.
£290 – Cues, Chalk and Cue Covers Pool	5k	Self-funded and have their first inter University Competition coming up in Northampton. Have received the Competitive Grant. The grant will increase engagement and enable more

Approved		members to join, but wouldn't impact on training.
Fencing £500 - Foils Declined	5l	It was seen that this would be a long term investment, however they had minimal outgoings and no fundraising had been done. HEMA's application got approved and this was similar to Fencing's. It was queried as to whether they needed the full £500. They have a large amount of money in their membership account but they did not say what they planned to do with this. Recommended to reapply but with a detailed cost breakdown as to expenses.
Lacrosse £500 – BUCS Transport Declined	5m	Only benefits half of their members. 2 of the fixtures that they have asked money for have already passed. The panel were confused as to their outgoings and what equipment they needed to buy and costs of this. They believed the club could afford the transport and still have enough in their accounts. The panel encouraged that if finances become an issue then to reapply but with a breakdown as to outgoings.
Shotokan Karate £500 – Coaching Fees Declined	5n	Not much explanation or detail included, particularly around expenses and cost breakdowns as to what their funds are being spent on.
	6	<b>Coaching Funding x 5</b>
Lacrosse x3 £27.50 each Lacrosse Referee Declined	6a	Lack of detail and have sufficient funds in their accounts. It was advised that they use club funds for this.
Archery x2 £255 each – Archery GB level 1 Approved	6b	Detailed and the course is with GB.
		<b>Event Grant x5</b>
Architecture £500 – Trip Declined	6c	Lack of detail in the application and was not up to the standard of the other applications.
K-Wave £500 – K-Pop Dance Competition Approved	6d	The application showed a lot of effort. The competition would require a lot of funds to be used from K-Wave and this is a good opportunity for them
Law £500 – London Trip Approved	6e	High standard of detail. Good opportunity. Benefits 50+ members and they have high funds but this is to help fund law ball.

Geographical £260 – Networking Event Approved	6f	Very detailed. Is a good opportunity for the society and they currently don't have the funds to support this.
	7	<b>Competitive Grant</b>
Applications	7a	Dodgeball and Pool applied and were awarded the competitive grant. Dodgeball applied for league costs and pool applied for a competition cost. There are 2 presentations due to take place next week.
	8	<b>Programme Updates</b>
Updates	8a	This was discussed in the Vice President Activities Update.
	9	<b>Reward and Recognition</b>
Feathers	9a	Feedback has been collected and hubs and this will be taken to the executive committee.
	10	<b>International Report</b>
International Report	10a	CC + Sophia Liu have been investigating the international breakdown for students. A report has been produced and this will be circulated with the minutes.
	11	<b>Health and Safety</b>
Dodgeball	11a	On Thursdays Dodgeball would like to swap sides of the hall so that they have the side with the bleachers as they are having a lot of members turning and it is a trip risk for them to be standing around the court.
Climbing	11b	Need separate storage to archery as they need to make sure that no contaminants get onto their ropes.
Societies	11c	Limited storage available for societies. A societies lock up is available, however some societies find it to be not very accessible. The lock up can be accessed outside of office hours, if a society wished to do this if they can let the activities office know in advance then they can arrange this with the Duty Manager at the Tower Bar. Societies were reminded to be keeping inventories of their equipment.
Mens Rugby Union	11d	Have a lack of first aid kits. LC to investigate.
	12	<b>A.O.B</b>
Assassins	12a	Struggling to put through a purchase request for Amazon as they don't have an email for them. If they put in any email this will allow them to submit the form.

20 minute	12b	Asked if it was possible to speed up the mass email system as it is taking over 20 minutes to send
New Activities Dashboard To be used by 10 activities between 12 <sup>th</sup> November and 17 <sup>th</sup> December	12c	Activities Dashboard is being updated and 10 activities have been chosen and will test this for 4 weeks. Those testing the new dashboard are: Equestrian Dance Netball Archery American Football Business Law MTS Drama Psychology
Training	12d	It was asked which activities still needed to do their online training as Cluster Reps would like to help chase this up.
Dashboard	12e	It was asked if there could be a similar emailing system set up for clusters so that cluster reps can email out their clusters. Also it as queried as to whether the emailing system could make it more obvious that it was a no reply email as people are trying to respond.
Hub Attendance	12f	Cluster Reps would like to know hub attendance in order to help decide whether to approve funding. It was explained that this may not be possible to send out with the papers due to timescales but it would be possible to bring it to the meeting.

## Table of Actions

<b>Subject</b>	<b>Action</b>	<b>Who's Involved</b>	<b>Deadline</b>
Movember	Cluster Reps were asked to help promote Movember.	Cluster Reps	November
RAG Week	Cluster Reps were asked to promote this	Cluster Reps	16 <sup>th</sup> November
Matters Arising from Sports and Societies	Cluster Reps were asked to promote the matters arising	Cluster Reps	November
Take That Photo	EB to investigate Take That Photo times.	<b>EB</b>	15 <sup>th</sup> November
Cluster Pages	ES to take swimming out of the snow/water/extreme Facebook group.	<b>ES</b>	NA
Dodgeball	On Thursdays Dodgeball would like to swap sides of the hall so that they have the side with the bleachers as they are having a lot of members turning and it is a trip risk for them to be standing around the court.	<b>Steven Dovey</b>	NA

Climbing	Need separate storage to archery as they need to make sure that no contaminants get onto their ropes.	<b>Amber Newton</b>	NA
Societies	Limited storage available for societies. A societies lock up is available, however some societies find it to be not very accessible. The lock up can be accessed outside of office hours, if a society wished to do this if they can let the activities office know in advance then they can arrange this with the Duty Manager at the Tower Bar. Societies were reminded to be keeping inventories of their equipment.	<b>Jessica Skill</b>	NA
Mens Rugby Union	Have a lack of first aid kits. LC to investigate.	<b>LC</b>	NA
Training	EB to send list of activities where committee members still need to do training	<b>Jessica Skill</b>	NA