

JMSU TRUSTEE BOARD MEMBER VERSION

These minutes are a member-focused summary of the formal JMSU Trustee Board meeting. They are designed to provide transparent, accessible updates on key decisions and discussions, while removing any confidential or sensitive information not appropriate for wider circulation.

By sharing this version, we aim to:

1. *Keep students informed about how decisions are made at JMSU,*
2. *Highlight how governance supports our student priorities,*
3. *Strengthen engagement with your elected Officer team and the Union's work.*

For any questions or further details, members can contact the JMSU President at president@jmu.ac.uk.

Board of Trustees Minutes JMSU CIO Charity Number: 1202881

JMSU Trustee Board Meeting Wednesday 29th April 2026 (10-2pm) – In Person

Attendees:

Miles Craven, President (MC) CHAIR
 Josh Darley, VP Activities (JD)
 Etienne Lewis-Jarvis, VP Community and Wellbeing (ELJ)
 Erin Gerard, VP Academic Quality (EG)
 Heather Akehurst OBE, External Trustee (HA)
 Dr Gordon Laing, External Trustee (GL)

In Attendance:

Sarah Latham, Deputy CEO - Membership Engagement (SL)
 Paul Chapman, CEO (PC)
 Phil Benton, External Director of Finance, Counterculture (PB)

Apologies:

Kofi Ohene Djan, Observer (KOD)
 Evans Imayu, External Trustee (EI)
 Joeb Hasty-Fowler, Student Trustee (JHF)

1. Welcome from the Chair, apologies, and introductions

MC extended a warm welcome to all attendees, including new External Trustee Dr Gordon Laing, joining his first meeting.

1.1 Declarations of any other business

No declarations or AOB were declared.

1.2 Notifications of Conflict of Interest

No conflicts of interest were declared.

2. Minutes of the Trustee Board and Sub-Committee meetings

Minutes from the previous Trustee Board and sub-committee meetings were **approved**.

3. Delivery

a. Elections

SL presented that 31 students initially stood in the elections, with 17 on the final ballot, voter turnout increased to 18.29% (a positive step forward), and campaign visibility and candidate experience improved

Trustees discussed how to further grow participation, including stronger engagement with academic schools and building a pipeline of future candidates.

Trustee **approved** the Returning Officer Report

b. Essentials (Cost of Living Support)

Officers proposed new initiatives to support students, including:-

- A food pantry
- A clothing swap

Trustees strongly supported the idea and agreed to progress further planning, including working with the University and partners.

c. Board of Governors Report

The Board of Governors report was positively received by both Trustees and the University, highlighting strong impact of student voice work and clear evidence of JMSU's contribution to the student experience

Trustees encouraged wider sharing of this work to raise visibility.

Trustees also received a positive update on student engagement through sports and societies, celebrating the breadth of activity across the year.

4. Finances

a. Management Accounts & Year End Forecast

JMSU's finances remain stable and well managed:

- A small year-to-date surplus is reported
- Financial performance is broadly in line with expectations
- Improved budget monitoring is strengthening financial oversight

Trustees noted increased confidence in financial planning and reporting processes.

The removal of the pension deficit has strengthened the Union's financial position

Early planning for the 2026/27 budget is underway, and the aim is to deliver a balanced (break-even) budget.

b. Audit Tender

Work is underway to review the external audit provider.

c. CAF

A new charitable investment (CAF) account is being set up to make better use of reserves

5. People & Culture

a. People & Culture Plan

A new plan setting out JMSU's approach to staff development and organisational culture was approved.

Trustee Board **approved** the People & Culture Plan.

b. Staff Engagement Survey Feedback

Results from the staff survey were positive overall, with key focus areas identified:

- Pay and reward
- Internal communication
- Career development

Work is already underway to address these areas.

c. HR Policies

A structured programme is in place to review and update organisational policies to ensure they remain current and effective.

6. Governance

a. SU Governance Code – Self Assessment

A self-assessment highlighted that JMSU has strong governance foundations, with some areas for further development, including:

- Risk management

- Decision-making clarity
- Trustee development and appraisal

b. Associate Members Review

The review of Associate Membership is ongoing. Feedback from students and groups is mixed. Further consultation will take place before any decisions are made.

c. Observer & Expert Member Role

New Observer and Expert Member roles were approved to allow continued involvement from former Trustees and specialists.

d. Data Sharing Agreement

A Data Sharing Agreement with the University has now been signed.

e. Lease & Partnership Agreements

Progress continues on the Lease and Partnership Agreements, strengthening the Union's long-term position.

f. Trustee Recruitment

Trustees highlighted the importance of recruiting Student Trustees and agreed to prioritise this.

7. Health & Safety – Safeguarding Policy

A draft Safeguarding Policy was reviewed and will return to the next meeting for approval after minor updates.

8. NUS

Trustees discussed ongoing engagement with NUS.

9. AOB

Trustees thanked the outgoing Officer team for their contribution and impact over the past year.

10. Date and time of next meeting

Trustee Board	Finance, Audit, & Risk Sub-Committee	Governance & Policy Sub-Committee	HR & Remuneration Sub-Committee
Friday 10 th July 2026	Thursday 28 th May 2026	TBC	TBC

The meeting closed at 1:30pm.