



Date: 03/10/2011
Time: 19:00-21:00
Location: Library Study Room 3B

Attendees:

(HF)	Hayley Faulkner	Chair
(DG)	David Gander	Vice Chair & Secretary
(MK)	Matthew Kemp	Treasurer
(LO)	Laurence Oakes	Trip Secretary
(SL)	Sophia Liu	Trip Secretary
(MB)	Michael Bironneau	Kit Secretary
(JJ)	James Jennings	Webmaster
(LP)	Lexi Pares	Social Secretary
(CT)	Chloe Tuck	Publicity Secretary

Apologies: None
Absent: None

1. Minutes

- The last meeting's minutes were agreed as a true and accurate record of the meeting.

2. Matters Arising

- Posters around campus need putting up, this will be done on Wednesday
- Footprints are being printed out
- No one has admin access at the moment for the union website. DG to sort

3. Events

3.2 Fresher's Bazaar

- Event is 11am-5pm, meet there at 9am.
- Normal posters have been sorted & A1 Posters in the works
- Chloe will make cakes to ~~bribe~~ encourage people to the stand
- MB, MK, SL can provide laptops, these need to PAT tested on Wednesday, HF to send out an e-mail with the details

3.3 Booking Evening

- Room booking has been made, just waiting for the final confirmation
- DG to create booking forms
- JC's afterwards, followed by Hey Ewe for the dedicated
- JJ to get the refreshments



3.4 Go Outdoors Trips

- Needs to be sorted although there isn't much organisation required.
- Friday the 14th and Saturday the 15th seem like good days as they are both before the first trip.

3.5 Fresher's Trip (Ladybower)

- 53 Seat coach is £400, Laurence is sending the cheque off today

3.6 Dunmail Raise

- Travel arrangements need to be sorted
- We currently have 4 drivers plus JJ with a car for kit

3.7 Night Hike

- Castleton will now be the Night Hike and a day trip to Edale will run instead
- 32 seat coaches to be booked for both, but get quotes for the 53 Seater just in case
- LO to find out if coach parking is included in the cost

3.8 Yorkshire Dales

- Deposit of £200 has been paid

4. Socials

4.2 Name Game Pub Crawl

- Only the route needs to be planned

4.3 Where's Wally Pub Crawl

- The concept was explained, DG is still confused...
- There were many volunteers to be "Wallys"

4.4 Go Ape

- This will now take place in the spring/summer term to take advantage of warmer weather
- This social will be changed to Laser Quest on the 16th of November

4.5 Training Session

- JJ would like to do another navigation training session
- It will include a including a classroom element and practical part during Dunmail Raise

4.6 Christmas Meal

- Christmas Meal is booked for 25 people at the Quorndon
- Can go up to 30 people but have to let them know in advance
- Just transport that needs booking



5. AOB

- None

6. Actions

Name	Event	Action	Deadline
MB, MK & SL	Bazaar	Have Laptops PAT Tested	05/Oct/2011
DG	N/A	Admin Access to Union Website	05/Oct/2011
DG	Booking Evening	Create Booking Forms	12/Oct/2011
JJ	Booking Evening	Bring Refreshments	12/Oct/2011
LO	N/A	Get Quotes for Coaches	12/Oct/2011
LO	N/A	Find out if coach parking costs are included in bookings	12/Oct/2011
LP	Laser Quest	Book Laser Quest	19/Oct/2011

7. Next Meeting

- Next week's meeting will be held in CC102 (James France) at 6pm
- Subsequent meetings will now change to Tuesday evenings from 18:15 to 20:00pm