



LTSU Annual General Meeting –  
22/05/2025

## **LTSU Annual General Meeting**

**Minutes: 22/05/25**

**Attendance:** 45 Students Maximum during meeting (Quoracy 25)

**Chair of Meeting:** Maddeleine Goodhand (MG – Chair)

**Staff Support:** Benn Rapson (BR – Event Lead, Representation and Democracy Coordinator), Denica Shute (DS – Speaker, Engagement Manager), Iram Jahangir (Engagement and Communication Coordinator).

It was noted that Maddie Goodhand, as Chair of the Board of Trustees, would Chair the meeting due to the absence of the Student Council Chair.

### **1. Welcome from the Chair of the Board**

Maddeleine Goodhand opened the meeting by welcoming attendees and confirming the agenda. She encouraged participants to engage with the polls and confirmed that the meeting would follow the published agenda.

### **2. Confirmation of Meeting Setup and Technology**

Attendees were asked to confirm that the virtual meeting setup and technology were functioning correctly. No issues were reported.

✅ Outcome: **Meeting setup, including recording, approved unanimously via poll.**

### **3. Ratification of the Minutes of the Previous AGM**

The minutes from the AGM held on 11 March 2024 were presented via slides. Attendees were given time to review them, and a poll was conducted to approve the minutes.

✅ Outcome: **Minutes ratified unanimously via poll.**

### **4. Receive the Union Accounts (2023/24)**

Denica Shute, standing in for CEO Richard Walker, presented the Union's financial accounts. Key highlights included:



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- The Union complied with charity law and internal policies.
- The accounts were externally reviewed and confirmed to be in good order.
- The Union underspent due to prolonged staff vacancies, which, while financially beneficial, negatively impacted staff wellbeing and service delivery.
- A special grant was received from the university to support the transformation of the former bar into Trini Tea Central café, which now operates at a loss but better serves student needs.

✓ Outcome: **Accounts ratified by majority vote.**

#### **4a. Appointment of Independent Examiners**

Proposal to reappoint Watson Buckle Ltd. as the Union's independent examiner for the 2024–25 financial year. Denica confirmed their long-standing relationship with LTSU and their reliability in meeting deadlines and legal standards.

✓ Outcome: **Appointment ratified unanimously via poll.**

#### **5. Approving the List of Affiliations of the Union**

Denica Shute presented the Union's affiliations, explaining their purpose and value:

- National Union of Students UK (NUS): Professionally advised that we maintain the affiliation as it provides essential support and services to LTSU, especially valuable due to the Union's small size.
- British Universities & Colleges Sport (BUCS): Enables student participation in national sports competitions.
- Advice UK: Supports the Union's advice service with training, insurance, and case management software.
- WonkHE: Offers sector-specific news, training, and insights to keep staff informed and effective.

✓ Outcome: **All affiliations approved by majority vote.**

**NUS UK – Approved Unanimously**

**BUCS – Approved Unanimously**

**Advice UK – Approved 92% (8% Not Approve)**

**WonkHE – Approved Unanimously**



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## **6. Presentation of Union Activity 2024/25**

Maddeleine Goodhand and Denica Shute presented a comprehensive overview of the Union's achievements:

Key Union Highlights (Maddeleine Goodhand):

- Launch of Trini Tea Central café (5-star hygiene rating).
- Hosted varsity events with Bradford and Hull.
- Recruited a new CEO in August 2024.
- Over 700 students attended Freshers Fair.
- Delivered 25 Freshers Week events.
- 350+ nominations for annual awards.
- 89% increase in leadership election votes.
- 2,400+ hours of paid student employment.
- Enhanced training for student leaders and committee members.

President's Activities (Maddeleine Goodhand):

- Represented LTSU at regional and national events.
- Sat on the Board of Governors and chaired the Trustee Board.
- Delivered welcome talks and supported academic committees.
- Led campaigns such as Breast Cancer Awareness Month and Random Acts of Kindness Day.
- Participated in the City Campus opening and academic inductions.
- Hosted Dean's Awards and Sabbatical Awards.

Vice President's Activities (Denica Shute):

- Promoted LTSU on social media (notably TikTok).
- Supported events across both campuses.
- Ran campaigns like Show Racism the Red Card and Diversity Days.
- Attended BUCS Conference and supported student sports.
- Created "Cooking on a Budget" video series.
- Led well-being initiatives and student trips.
- Participated in podcast for Drug and Alcohol Awareness Week.

## **7. Members' Question Time for Trustees**



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Open floor for questions. Topics raised included:

- External partnerships and affiliations (clarified that some services like Alkhemy were contracted, not affiliated).
- Delays in academic results (students advised to contact their local support services).
- Visa and immigration support (students referred to the Union's Advice Team).
- Clarification on voting and poll access (alternative methods provided for those with technical issues).

## **8. Discussion of Student Submitted Topics**

Several students raised concerns:

- Academic Results Delays: Students from partner institutions reported missing grades. They were advised to contact their local academic support services.
- Visa Support for Family Members: A student requested help with a Home Office letter. Referred to the Advice Team for specialist support.

## **9. Any Other Business**

No additional items were formally raised. The Chair reminded attendees that personal concerns could be directed to Union staff or the Advice Team.

## **10. Meeting Close**

Maddeleine Goodhand thanked all attendees for their participation and formally closed the meeting.