

Summary of Minutes of the Board of Trustees December 2021

1. Report on the University League 2021

Jack Ruane, University League Manager, reported on the process for developing the 2021 League. Research was undertaken in the summer by a team of volunteers, appeals were heard in September and the new league will be published on the 9th December.

Trustees were appreciative of the hard work that had gone into this and looking forward to the launch after a 2 year absence.

2. Declaration of Conflict of Interests

There were no conflicts of interests declared.

3. Report on fundraising.

Graham Gillions reported on fundraising for 2021.

Grant funding is moving into more long term relationships, however J Clarke has achieved some significant short term grants for Fossil Free Careers. There is a strong position going into the new financial year and good prospects.

Individual fundraising has declined (particularly one off giving). We're using a grant from Joffe Trust to help us develop individual fundraising, and currently working with a consultant on a Christmas appeal.

The University League is also generating a small amount of income.

Trustee discussion focussed on boosting individual fundraising through ensuring graduates are invited to join the email list, using CRM better and social media. Trustees are also keen on supporting fundraising efforts by undertaking some themselves.

4.Finance

Presentation of annual accounts: Virginia Moffatt presented the accounts for 2019/20 . These were approved by trustees. The Chair and Treasurer signed ready for filing at the Charities Commission and Companies House.

Management accounts & cashflow: Financial performance is strong and cashflow suggests a slightly better year end then predicted.

Budget 2021/2: Draft budget was presented with a deficit. MT will work between December and March to reach a break even position but looking at proposed expenditure and % probabilities on income generation. Budget proposes intern wages are increased from Oxford Living Wage to London Living Wage in two stages (stage 1 – 2021/2, stage 2 2022/3) and a potential 5% inflation raise for all other staff. Trustees requested final budget has options for 2,3 and 5% increase. The Movement Building Officer post is in the budget subject to funding being available.

5.Strategy 2022-2026

Trustees involved in the process are Paula Lacey, Che Ramsden and Annie Pickering who are working with MT.

Proposal is to have a more streamlined approach to strategy with fewer aims, prioritising achievable tasks and including some stretch goals.

There will be an update at the March Board.

6. Risk Register

Trustees reviewed the risk register. It feels very bulky. MT were asked to take some time to refine it.

7. HR

Virginia Moffatt presented a report on exit interviews. These were very positive and few actions were required. This is an improvement on 2020.

Equal opportunities recruitment data was also shared. Trustees had a discussion about diversity and inclusion and fed some thoughts back to MT for consideration at the next recruitment.

8. Trustee resignation – Ruth Taylor has resigned as trustee. The Board thanked her for her time and contributions.