



Unreserved business minutes of the Annual Meeting of the College Council on 25 June 2025

Present:

Ex officio members	Master, Acting Vice-Master, Senior Tutor, Bursar
Elected members	Ms Baskerville, Dr Eaton, Professor Fruk, Dr Groom, Mr Ireland, Dr Öner, Dr Ranasinghe, Dr Sumnall, Dr Wilson-Lee
Student members	Ms Harrison (Student Representative), Mr Johnson (JCR President), Mr Łastowiecki (MCR President)
In attendance	College Registrar (Council Secretary)

Introductory business

1001 Apologies for absence

Apologies were received from Dr Bordin. Dr Harasimov and Mr Bowyer (JCR Vice-President) were absent.

1002 Approval of agenda

The agenda was approved.

1003 Declaration of interests

None expected.

1004 Unreserved business minutes of 28 May 2025

(ACC.2425/1004)

Confirmed by circulation.

1005 Matters arising not elsewhere on the agenda

(ACC.2425/1005)

Noted.

Decision items

1006 College Budget 2025-26 (Bursar)

(ACC.2425/1006)

On the recommendation of the Finance & Needs Committee, and following discussion of the draft budget by Council and Governing Body in May, Council **approved** the 2025-26 College Budget, subject to any further points raised by Governing Body at its meeting that afternoon.

1007 Catering & Conference Charges 2025-26 (Bursar)

(ACC.2425/1007)

The Bursar presented the proposals and reported that Formal Hall prices, having been compared to those at other colleges, were found to be low: the new prices were closer to the college average. Students did not object to the proposed increase, but cautioned that further increases could begin to discourage attendance. The Bursar noted that meeting student

requests for better kitchen facilities for self-catering, and the College's proximity to Sainsbury's, could necessitate reductions in future cafeteria service provision.

On the recommendation of the Catering & Accommodation Committee, and with the endorsement of the Finance & Needs Committee, Council **approved** the 2025-26 catering & conference charges.

JCR and MCR representatives on Catering & Accommodation and Finance & Needs Committees were encouraged to bring students' views to that body in the first instance, where detailed scrutiny of charging proposals took place.

1008 Authorisation Limits (Bursar) (ACC.2425/1008)

On the recommendation of the Finance & Needs Committee, Council **approved** the new authorisation limits for signing-off invoices, to take effect from the beginning of the 2025-26 financial year.

1009 Cascade Payroll Project (Bursar) (ACC.2425/1009)

On the recommendation of the Finance & Needs Committee, Council **approved** the next stage of the implementation of the Cascade Payroll system, the work to take place during 2025-26.

1010 Research Fellowship Competition 2026 advertisement (Master) (ACC.2425/1010)

Council **approved** the advertisement text for publication subject to amending the PhD completion date to June 2026, and **delegated authority** to the Appointment Recommendations Committee to appoint competition chairs and panel members over the summer.

It was **agreed** to explore publishing supplementary guidance to candidates explaining the nature and expectations of a Fellowship. **Action: Academic Committee**

1011 Admission of students to the Education Tripos (Senior Tutor) (ACC.2425/1011)

On the recommendation of the Academic Committee and in accordance with the draft Vision & Strategy to provide the widest possible student experience, Council **approved** the removal of the current single exclusion of the Education Tripos from those offered at Sidney.

- 1012 Total Return Spending Rule 2025-26 (Bursar)** (ACC.2425/1012)
Council **received** the 4 June 2025 minutes of the Investment Committee and **approved** the recommendation to leave the total return spending rule for 2025-26 unchanged at 3.2%.
- 1013 Minor clarifications to Parry Dutton Fund Regulations (Bursar)** (ACC.2425/1013)
Council **approved** minor clarifications to the definition of 'Fellow' to include Bye-Fellows and College Teaching Associates.
- 1014 Operational Incident Management Plan (Bursar)** (ACC.2425/1014)
On the recommendation of the Buildings & Environment Committee, Council **approved** the Operational Incident Management Plan and **delegated authority** to the Bursar and Domestic Bursar to keep it updated.
- 1015 Security Policy (Bursar)** (ACC.2425/1015)
On the recommendation of the Health & Safety Committee, Council **approved** the Security Policy.
- 1016 Outcome of Fellows' Night Trial (Acting Vice-Master)** (ACC.2425/1016)
On the recommendation of the Fellowship Committee, Council **approved** the reinstatement of Friday as Fellows' Night with effect from Michaelmas Term 2025.
- 1017 Dining Privileges Scheme (Acting Vice-Master)** (ACC.2425/1017)
On the recommendation of the Fellowship Committee, Council **approved** the Dining Privileges Scheme with effect from Michaelmas Term 2025, subject to the addition of a Category C2 for senior members of College for whom Council had agreed High Table lunches, which had been omitted in error. The final version of the scheme would be circulated after the meeting. **Action: Registrar**
- 1018 Principal Officers' Reviews (Registrar)** (ACC.2425/1018)
Council **approved** the 2025-26 process for the Bursar and Senior Tutor, reviews to take place in Michaelmas Term.
- 1019 Committee Terms of Reference 2025-26 (Registrar)** (ACC.2425/1019)
Council **approved** the 2025-26 Terms of Reference for its sub-committees.
- 1020 College Calendar 2025-26 to 2028-29 (Master)** (ACC.2425/1020)
Council **approved** the 2025-26 College Calendar and **noted** the draft calendars for 2026-27 to 2028-29.

1021 Annual permission to use the College Seal (Master)

Council **confirmed** that any two of the Master, Vice-Master, Bursar and Senior Tutor may affix the College Seal.

Discussion items

1022 Postgraduate Admissions Update (Postgraduate Tutors) (ACC.2425/1022)

Council **noted** the update, and that more detailed figures would be available later in 2025-26.

1023 External Review of Archives and Muniments Update (Deputy Senior Tutor) (ACC.2425/1023)

Council **noted** the update, and **endorsed** the evolving priorities, the direction of travel and programme of work for the first three years of the new appointee.

The Deputy Senior Tutor explained that the intention was for the part-time early printed books cataloguer to complete the work within the planned two-year fixed-term post, with any outstanding work rolled into the Archivist's role. Council asked that the Archivist job description include the ability for the successful candidate to conduct research using the Archives.

1024 Development 2025-26 Forecast (Development Director) (ACC.2425/1024)

Council **noted** the update.

Information items

1025 Bursary Priorities 2024-25 (Bursar) (ACC.2425/1025)

Council **noted** the end of year review of the 2024-25 priorities.

1026 Education & Student Care Priorities 2024-25 (Senior Tutor) (ACC.2425/1026)

Council **noted** the end of year review of the 2024-25 priorities.

Policy items following scheduled review

1027 Data Protection Statements and Data Retention Scheme: 5-yearly review (ACC.2425/1027)

Approved, on the recommendation of the IT Committee.

1028 Data Usage and Sharing Policy: 3-yearly review (ACC.2425/1028)

Approved, on the recommendation of the IT Committee.

1029 Information Incident Management Policy: 3-yearly review (ACC.2425/1029)

Approved, on the recommendation of the IT Committee.

- 1030 Interment of Ashes Guidelines** (ACC.2425/1030)
Approved following discussion by Council on 28 May 2205.

Reports received from committees

- 1031 Student Wellbeing Committee 20 May 2025 (unconfirmed)** (ACC.2425/1031)
1032 Chapel & Music Committee 23 May 2025 (unconfirmed) (ACC.2425/1032)
1033 Buildings & Environment Committee 26 May 2025 (unconfirmed) (ACC.2425/1033)
1034 Academic Committee 30 May 2025 (confirmed) (ACC.2425/1034)
1035 Catering & Accommodation Committee 3 June 2025 (unconfirmed) (ACC.2425/1035)
1036 EDI Committee 5 June 2025 (unconfirmed) (ACC.2425/1036)
1037 IT Committee 5 June 2025 (unconfirmed) (ACC.2425/1037)
1038 Development Committee 11 June 2025 (unconfirmed) (ACC.2425/1038)
1039 Finance & Needs Committee 16 June 2025 (unconfirmed) (ACC.2425/1039)
1040 Prevent Committee 17 June 2025 (unconfirmed) (ACC.2425/1040)
1041 Academic Committee 18 June 2025 (unconfirmed) (ACC.2425/1041)

Other business

- 1042 Any other business**
Council recorded its gratitude to Ms Harrison (Student Representative) for her contributions over the past year.
- 1043 Date of next meeting**
Wednesday 14 October 2025 at 2pm in the William Mong Hall.