

OPEN UNIVERSITY LAW SOCIETY



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Society Committee

Monday 11th August 2025

MINUTES

The minutes of the 9th meeting of the 2024/25 Society Committee held online on
Monday 11th August 2025.

Present:

Patricia Thomson

Chair

Mark Lindley-Highfield of Ballumbie Castle

Treasurer

William Brazier

Secretary/ Acting Vice-chair

Agenda:

N/A

Welcome:

Patricia Thomson, Committee Chair, welcomed everyone to the 2024/25 Society Committee's 9th meeting.

Housekeeping:

N/A

Absent:

N/A

Minutes of the last meeting:

N/A

Matters arising not covered elsewhere on the agenda:

1. Charter Amendments

- The proposed charter amendments have received sufficient votes and will be enacted.

2. Scheduling of AGM

- Mr Brazier is available on Tuesday and Wednesday evenings; Mr Lindley-Highfield of Ballumbie Castle is also available.
- Preferred dates for maximum attendance are Tuesday 19 August 19:00 or Wednesday 20 August 19:00.
- This meeting will be the Annual General Meeting (AGM).
- All members will be invited to attend.

4. Guest Speaker Gifts

- Mr Brazier researched gift options, including customisable pens (£20–£40).
- There are four confirmed guest speakers; Ms Thomson considers this affordable.
- For eight speakers, Ms Thomson expressed concern about costs; Mr Lindley-Highfield of Ballumbie Castle suggested bulk purchases.
- Previous gifts have cost approximately £30 each.
- Mr Brazier to circulate links for gift options.

5. Special Recognition

- Ms Isabella Hoya: Initially declined a gift but has now requested a certificate of recognition. Ms Thomson supports this and would like Mr Brazier to sign the certificate.
- Mr Tom Morris: To receive a gift for judging the mooting competition.

- All mooring certificates have now been issued.

6. Welcome Week

- The Open University has invited OULS to attend Welcome Week at MK campus on 29 September.
- Travel costs will be reimbursed by the Open University.
- Ms Thomson to offer Vice-Chair attendance.
- Attendance last year resulted in 25 new members.

7. Website and Online Services

- Mr Lindley-Highfield of Ballumbie Castle discussed migrating the website from the old platform to a new one.
- Ms Thomson prefers Squarespace, which can integrate PayPal as a payment gateway.
- Proposal to establish a new PayPal account for OULS.
- Suggestion to keep the old website temporarily while encouraging members to transition to the new one.
- Mr Lindley-Highfield of Ballumbie Castle proposes having the new website fully operational by the end of the next service year.
- Current emails are hosted by Google (paid monthly). Ms Thomson previously considered cancelling but decided to keep them for practical purposes.
- Additional email addresses can be added to the current Google account.
- Wix is currently used for email mailing lists; Squarespace could replace this, but old emails would not transfer.
- These matters to be discussed with the new committee after the AGM.

8. Mooring

- Two new mooring coordinators to take over following the AGM, with the current coordinator remaining in place until then.

10. Committee Transitions

- Mr Brazier to remain in role until the AGM, at which point he will hand over responsibilities.
- Final minutes to be completed by Mr Brazier before the handover.

Report:

N/A

Actions:

Finance:

- The committee previously shared financial updates, which will be brought forward to members at the AGM.
- Outstanding payment from the University of Law has been received.
- Mr Lindley-Highfield of Ballumbie Castle thanked Ms Thomson for her assistance in resolving this matter.
- Ms Thomson made a payment on behalf of OULS for the website; Mr Lindley-Highfield of Ballumbie Castle confirmed there should be a receipt for reimbursement.
- Former Chair's card has been removed; he queried a £17.49 charge that may relate to the website provider.
- Two past students had subscriptions renewed; committee agreed to refund if they have not participated in society events.

Proposed changes to the society byelaws and society guidelines

N/A

Any other business

N/A

Date of next meeting

N/A

Signed:

William Brazier, Secretary, Acting Vice-chair