



## Reference Sub Committee of the Board of Governors of the City of London School for Girls

**Date:** THURSDAY, 14 MARCH 2019

**Time:** 4.00 pm

**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:** Clare James MA, Deputy (Chairman) Richard David Regan, OBE, Deputy Sir Michael Snyder  
Nicholas Michael Bensted-Smith, JP (Deputy Chairman)  
Randall Keith Anderson

**Enquiries:** Kerry Nicholls  
[kerry.nicholls@cityoflondon.gov.uk](mailto:kerry.nicholls@cityoflondon.gov.uk)

**N.B. Part of this meeting may be subject to audio-visual recording.**

**John Barradell**  
Town Clerk and Chief Executive

# **AGENDA**

## **PART 1**

1. **APOLOGIES**

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

**For Decision**

3. **MINUTES**

To consider the public minutes and non-public summary of the meeting held on 11 February 2019.

**For Decision**  
(Pages 1 - 2)

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

6. **EXCLUSION OF THE PUBLIC**

MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**For Decision**

## **Part 2**

7. **NON-PUBLIC MINUTES**

To consider the non-public minutes of the meeting held on 11 February 2019.

**For Decision**  
(Pages 3 - 6)

8. **MANAGEMENT OF ARREARS OF FEES AT CITY OF LONDON SCHOOL FOR GIRLS - SPRING TERM 2018**

Report of the Headmistress.

**For Decision**  
(Pages 7 - 20)

9. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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**REFERENCE SUB COMMITTEE OF THE BOARD OF GOVERNORS OF THE  
CITY OF LONDON SCHOOL FOR GIRLS  
Monday, 11 February 2019**

Minutes of the meeting of the Reference Sub Committee of the Board of Governors of the City of London School for Girls held at Committee Rooms, Second Floor, West Wing, Guildhall, London, EC2V 5HH on Monday, 11 February 2019 at 10.00 am

**Present**

**Members:**

Deputy Clare James (Chairman)  
Nicholas Bensted-Smith (Deputy Chairman)  
Randall Anderson

**Officers:**

|                    |   |
|--------------------|---|
| Ena Harrop         | - Headmistress, City of London School for Girls |
| Alan Bubbear       | - City of London School for Girls               |
| Steven Reynolds    | - Chamberlain's Department                      |
| Alistair MacLellan | - Town Clerk's Department                       |
| Polly Dunn         | - Town Clerk's Department                       |

**1. APOLOGIES**

Apologies were received from Sir Michael Snyder and Deputy Richard Regan OBE.

**2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

There were no declarations.

**3. MINUTES**

**RESOLVED**, that the minutes of the meeting held on 10 October 2018, be approved as an accurate record.

**4. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

**5. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other urgent business.

**6. EXCLUSION OF THE PUBLIC**

**RESOLVED**, that under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

7. **NON-PUBLIC MINUTES**  
**RESOLVED**, that the non-public minutes of the meeting held on 10 October 2018 be approved as an accurate record.
8. **MANAGEMENT OF ARREARS OF FEES AT CITY OF LONDON SCHOOL FOR GIRLS - AUTUMN TERM 2018**  
Governors considered a report of the Bursar regarding the management of arrears of fees at the City of London School for Girls.
9. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**  
There were no questions.
10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There was one item of urgent business.

**The meeting ended at 10.55 am**

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Chairman

**Contact Officer: Polly Dunn**  
**[polly.dunn@cityoflondon.gov.uk](mailto:polly.dunn@cityoflondon.gov.uk)**

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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