



Bursary Committee of the Board of Governors of the City of London School

Date: TUESDAY, 29 SEPTEMBER 2020
Time: 3.15 pm
Venue: MEETING ACCESSIBLE VIRTUALLY

Members: Tim Levene (Chairman) John Claughton
Deputy James Thomson (Deputy
Chairman)

Enquiries: Polly Dunn
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Accessing the virtual public meeting

Members of the public can observe this virtual public meeting via YouTube at the following link <https://youtu.be/kGd5dp5C1MU>

Meeting Recordings

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To agree the public minutes and non-public summary of the meeting held on 16 October 2015.

For Decision
(Pages 1 - 2)
4. **ANNUAL REVIEW OF TERMS OF REFERENCE**
Report of the Town Clerk.

For Decision
(Pages 3 - 6)
5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
7. **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 - Non-Public Agenda

8. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 16 October 2015.

For Decision
(Pages 7 - 8)
9. **BURSARY APPLICATION AND CASH FLOW FORECASTS**
Joint report of the Chamberlain and the Headmaster of the City of London School relative to seven Bursary Applications and the Cash Flow Forecast.

For Decision
(Pages 9 - 32)

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

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

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BURSARY COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

Friday, 16 October 2015

Minutes of the meeting of the Bursary Committee of the Board of Governors of the City of London School held at Guildhall on Friday, 16th October at 10.00 am

Present

Members:

Ian Seaton (Chairman)
Deputy Dr Giles Shilson (Deputy Chairman)
Deputy the Revd Stephen Haines
Edward Lord
Sylvia Moys
Deputy Joyce Nash
Dame Mary Richardson
Prof. J M A Whitehouse

Officers:

Steven Reynolds	- Chamberlain
Julie Mayer	- Town Clerk's
Sarah Fletcher	- Head, City of London School
Dr R M Brookes	- Senior Deputy Head, City of London School
Michael Clarkson	- Bursar, City of London School

1. APOLOGIES

There were no apologies.

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

There were no declarations.

3. MINUTES

The public minutes and summary of the meeting held on 24 February 2014 were approved.

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

There were no questions.

5. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items of 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 that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act

Items	Para No
7 & 8	1 & 3
9 & 10	-

7. **NON-PUBLIC MINUTES**

The non- public minutes of the meeting held on 24 February 2014 were approved.

8. **BURSARY APPLICATION AND CASH FLOW FORECASTS**

The Committee considered and approved a joint report of the Chamberlain and the Head of the City of London School.

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

There were no questions.

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

There were no items of urgent business.

The meeting ended at 10.15 pm

Chairman

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Committee(s): Bursary Committee of the Board of Governors of the City of London School	Date(s): 29 September 2020
Subject: Annual Review of Terms of Reference	Public
Report of: The Town Clerk	For Decision
Report author: Polly Dunn, Senior Committee and Member Services Officer	

Summary

The purpose of this report is to provide the Committee an opportunity to review its own Terms of Reference, and frequency/timing of its meetings

Recommendation(s)

Governors are asked to consider the existing terms of reference of the Bursary Committee Committee and the frequency of its meetings, for recommendation to the Board of Governors for final approval.

Main Report

1. The Board of Governors of the City of London School is a Grand Committee of the Court of Common Council. The first meeting of each Grand Committee after its appointment by the Court of Common Council provides an opportunity to establish any sub-committees that Members consider are necessary for the Committee to carry out its functions.
2. Ahead of the first meeting of the Board of Governors (8 October 2020), each of the Board's sub-committees is being invited to consider the relevance and effectiveness of their own Terms of Reference.
3. Appendix 1 lists the current terms of reference. There are no formally proposed changes at this time.
4. The Committee has not met since 2015, with the duties delegated to the Bursary Committee having been exercised by the full Board over the past five years. It is proposed that the Committee will meet as required.

Conclusion

5. Governors are invited to consider the terms of reference and frequency of meetings for recommendation to the Board for final approval.

Appendices

- Appendix 1 – Proposed Bursary Committee Terms of Reference

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Senior Committee and Member Services Officer

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Appendix 1 - Bursary Committee Terms of Reference

Composition

Any three governors, one of whom shall be the Chairman or Deputy Chairman.
The quorum shall be any three Governors.

Terms of Reference

The Bursary Committee at their sole discretion after considering recommendations by the Head of the School have power by a simple majority of those present and voting at a meeting of the Bursary Committee to apply the Fund for the advancement of public education by the following purposes:-

- (i) contributing towards the fees payable to the School on behalf of suitably qualified pupils who but for financial assistance having commenced education at the School would not be able to continue their education at the School;
- (ii) contributing towards the fees payable to the School on behalf of pupils of academic merit who but for financial assistance would not be able to obtain suitable education at the School;
- (iii) such other charitable purposes as shall be associated with the School as the Bursary Committee shall direct.

PROVIDED ALWAYS that no such bursary shall be made in respect of a pupil who is the issue of a parent of a member of the Board or of the spouse of such a member.

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

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