

**FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE OF THE
BOARD OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL
Friday, 15 November 2013**

Minutes of the meeting of the Finance, General Purposes and Estates Sub-Committee of the Board of Governors of the City of London Freeman's School held at City of London Freeman's School, Ashted Park, Surrey, KT21 1ET on Friday, 15 November 2013 at 11.00 am

Present

Members:

Stuart Fraser (Chairman)
Deputy John Bennett (Deputy Chairman)
Douglas Mobsby (External Member)

Officers:

Gemma Stokley	- Town Clerk's Department
Steve Telling	- Chamberlain's Department
Mark Lowman	- City Surveyor's Department
Roger Adams	- City Surveyor's Department
Philip MacDonald	- Headmaster, City of London Freeman's School
Sue Williams	- Bursar, City of London Freeman's School
Richard Alton	- Deputy Head (Academic), City of London Freeman's School
Mark Beach	- Head of Junior School, City of London Freeman's School

1. APOLOGIES

Apologies for absence were received from Brian Harris, Vivienne Littlechild and Vicky Buckman (Deputy Head).

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 4 March 2013 were considered and approved as a correct record.

MATTERS ARISING

OFA Clubhouse (page 2) – The Sub Committee was informed that both the Chairman and the Headmaster had received a report from Rob Austen of the Old Freeman's Association. The Chairman stated that he had been in conversation with the OFA and had made it clear that the School was not currently in a position to discuss any concrete proposals for the Clubhouse. He

stated that the OFA seemed to accept that the needs of the School were paramount.

In response to questions, the City Surveyor informed Governors that the lease on the current Clubhouse would expire in March 2017. The City Surveyor undertook to report back to Governors as to any break options. The City Surveyor stated that there was an expectation within the Conservation Management Plan that the Clubhouse would be removed from its current site.

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 were no additional, urgent items of business for consideration.

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.

Item No	Exempt Paragraph(s)
7	1, 3 & 4
8	1, 3 & 4
9	3
10	3
11	2, 3 & 4
12	1 & 3
13	1 & 3
14	4
15	2 & 3
16	-
17	-

7. MINUTES

The non-public minutes of the meeting held on 4 March 2013 were considered and approved as a correct record.

8. REPAIRS, MAINTENANCE AND IMPROVEMENTS FUND

The Sub-Committee considered and approved a joint report of the Chamberlain, the Headmaster of the City of London Freeman's School and the City Surveyor providing Governors with an updated projection of the cost of works to be met from the Repairs, Maintenance, Improvements and Major Works Fund over the next 21 years.

9. REVENUE BUDGETS - 2013/14 AND 2014/15

The Sub-Committee considered a joint, tabled report of the Chamberlain and the Headmaster of the City of London Freeman's School regarding the 2013/14 and 2014/15 Revenue Budgets.

10. **FOUNDATION SCHOLARSHIP SCHEME - AWARD SCALE**
The Sub-Committee considered and approved a joint report of the Chamberlain and the Headmaster of the City of London Freeman's School regarding the Foundation Scholarship Scheme Award Scale.
11. **MASTER PLAN UPDATE**
The Sub-Committee considered and approved a late, separately circulated report of the City Surveyor updating Governors on the progress of the Master Plan works.
12. **THE DEVELOPMENT OFFICE**
The Sub-Committee considered and approved a report of the Headmaster of the City of London Freeman's School regarding the Development Office.
13. **ARREARS OF FEES**
The Sub-Committee considered and approved a tabled report of the Headmaster of the City of London Freeman's School which provided Governors with an update on the current fee debt.
14. **JUNIOR SCHOOL DEVELOPMENT**
The Sub-Committee considered and approved a report of the Head of the City of London Freeman's Junior School regarding the future development of the Junior School.
15. **2014: 160 YEARS' ANNIVERSARY**
The Headmaster was heard regarding the School's plans to mark its 160th Anniversary in 2014.
16. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
There were no questions in the non-public session.
17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
Matters regarding the 2014 Chairman's Dinner, Prize Day and Future Sub Committee meetings were raised.

The meeting ended at 12.55 pm

Chairman

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