

**FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE OF THE
BOARD OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL
Wednesday, 10 January 2018**

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 1E on Wednesday, 10 January 2018 at 11.56 am

Present

Members:

Deputy Roger Chadwick (Chairman)
Stuart Fraser
Nicholas Goddard
Brian Harris
Andrew McMillan
Councillor Chris Townsend

Officers:

Roland Martin	-	Headmaster
Sue Williams	-	Bursar
Alistair MacLellan	-	Town Clerk's Department
Steve Reynolds	-	Chamberlain's Department

1. APOLOGIES

Apologies were received from Deputy Philip Woodhouse, Alderman Alastair King, Alderman Dame Fiona Woolf and Gillian Yarrow.

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 16 October 2017 be approved as a correct record.

Matters Arising

Audio-Visual Equipment

The Chairman noted that the City of London Corporation had sought Counsel's opinion on whether the Board could conduct its meetings via audio-visual equipment, provided that a quorum existed at the advertised meeting venue. He noted that Counsel's advice had been to the effect that the Board would likely be open to challenge on any decisions made involving Governors participating via audio-visual link, but that advice was not definitive. The City had therefore gone back to Counsel for further advice.

The Headmaster expressed disappointment at the slow progress being made towards securing a resolution to the matter, particularly given the adoption of audio-visual equipment would be in line with the City's wider move towards agile working.

A Governor noted that Surrey County Council had adopted elements of audio-visual for its meetings and therefore undertook to brief the Chairman outside of the meeting.

City of London Freeman's School Masterplan

In response to comments from the Chairman, the Headmaster agreed to write a report for the Board meeting regarding naming rights for new/refurbished buildings. A Governor commented that Livery Companies were an obvious target audience for sponsored naming rights provided those companies without existing school affiliations were approached first.

4. ACTIONS SHEET

Governors considered a list of actions arising from previous meetings.

RESOLVED, that the actions list be noted.

5. TUITION FEE DEBT

Governors considered a report of the Headmaster regarding tuition fee debt. The Bursar noted that Family X had paid their outstanding fees and therefore the total outstanding tuition fee debt as of 10 January 2018 was £6,104.00.

RESOLVED, that the report be noted.

6. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE

Development Office

In response to a question, the Headmaster confirmed that the Development Office was performing well.

7. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

Governors of City Schools

In response to comments from Governors and the Headmaster, the Town Clerk agreed to put the Headmaster in touch with the Chief Executive of the City of London Academies Trust to determine if there were any opportunities for senior Freeman's staff to serve as governors of City Academies.

Governor Attendee Grid

In response to a request from a Governor, the Town Clerk agreed to provide a log of Governor attendance/apologies at meetings.

8. 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 Act.

9. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 16 October 2017 be approved as a correct record.

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

There was one question regarding General Data Protection Regulations.

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

There were two items of urgent business.

The meeting ended at 1.25 pm

Chairman

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