



Board of Governors of the City of London Freemen's School

Date: FRIDAY, 20 NOVEMBER 2020
Time: 2.00 pm
Venue: VIRTUAL MEETING – ACCESSIBLE REMOTELY

SUPPLEMENTARY AGENDA

5. COMMITTEE MINUTES

At time of publication the following draft minutes had not been approved by the respective Chairmen.

For Information

- a) **Finance, General Purposes and Estates Committee (Pages 1 - 4)**
To receive the draft public minutes and non-public summary of the Finance, General Purposes and Estates Committee meeting held on 4 November 2020.
- b) **Academic and Personnel Committee (Pages 5 - 6)**
To receive the draft public minutes and non-public summary of the Academic and Personnel Committee meeting held on 4 November 2020.

13. NON-PUBLIC COMMITTEE MINUTES

At time of publication the following draft minutes had not been approved by the respective Chairmen.

For Information

- a) **Finance, General Purposes and Estates Committee (Pages 7 - 10)**
To receive the draft non-public minutes of the Finance, General Purposes and Estates Committee meeting held on 4 November 2020.
- b) **Academic and Personnel Committee (Pages 11 - 14)**
To receive the draft non-public minutes of the Academic and Personnel Committee meeting held on 4 November 2020.

Items received too late to be circulated with the main agenda.

Enquiries: Polly Dunn
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John Barradell
Town Clerk and Chief Executive

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**FINANCE, GENERAL PURPOSES AND ESTATES COMMITTEE OF THE BOARD
OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL
Wednesday, 4 November 2020**

Minutes of the meeting of the Finance, General Purposes and Estates Committee of the Board of Governors of the City of London Freeman's School held at virtually on Wednesday, 4 November 2020 at 11.00 am

Present

Members:

Nicholas Goddard (Chairman)
Deputy Philip Woodhouse (Deputy Chairman)
Deputy Roger Chadwick
Michael Hudson
Andrew McMillan
Councillor Chris Townsend

Officers:

Roland Martin	- Headmaster of the City of London Freeman's School
Jo Moore	- City of London Freeman's School
Steven Reynolds	- Chamberlain's Department
Nicholas Basye	- Chamberlain's Department
Ola Obadara	- City Surveyor's Department
Noyon Chowdhury	- City Surveyor's Department
Polly Dunn	- Town Clerk's Department
Leanne Murphy	- Town Clerk's Department

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

RESOLVED, that the public minutes and non-public minutes of the meeting held on 13 January 2020, be approved as accurate record.

4. TERMS OF REFERENCE

Governors received the Committee's Terms of Reference as set by the Board of Governors of the City of London Freeman's School on 12 October 2020.

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

There were no questions.

6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There was no urgent business.
7. **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.
8. **MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 13 January 2020, be approved as accurate record.
9. **OUTSTANDING ACTIONS**
Governors received a report of the Town Clerk regarding the Board's outstanding actions.
10. **BURSAR'S REPORT**
Governors received a report of the Bursar regarding financial and operational matters at the School.
11. **ARREARS OF FEES**
Governors received a report of the Bursar regarding arrears of fees.
12. **RISK REGISTER**
Governors received a report of the Bursar regarding the School's risk register.
13. **PROPOSED 2021/22 REVENUE BUDGET**
Governors considered a joint report of the Chamberlain and Bursar regarding the proposed 2021/22 revenue budget.
14. **DELIVERING REMOTE EDUCATION FOR INTERNATIONAL STUDENTS**
Governors received a report of the Headmaster regarding the delivery of remote education for international students. Governors felt that the matters within the report were best addressed by the Academic and Personnel Committee and was consequently deferred.
15. **REPAIRS MAINTENANCE AND IMPROVEMENTS FUND 2021-22**
Governors received a joint report of the Chamberlain, Bursar and City Surveyor regarding the Repairs, Maintenance and Improvements Fund 2021/22.
16. **MAIN HOUSE WORKS - PROJECT SUMMARY**
Governors received a project summary report of the City Surveyor regarding the Main House Works
17. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.

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

There was no other business.

19. **BURSAR'S REPORT - APPENDIX**

The appendix was noted alongside item 10 of the agenda.

The meeting ended at 12.00 pm

Chairman

Contact Officer: Polly Dunn
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**ACADEMIC AND PERSONNEL COMMITTEE OF THE BOARD OF GOVERNORS
OF THE CITY OF LONDON FREEMEN'S SCHOOL
Wednesday, 4 November 2020**

Minutes of the meeting of the Academic and Personnel Committee of the Board of Governors of the City of London Freeman's School held virtually on Wednesday, 4 November 2020 at 12.00 pm

Present

Members:

Andrew McMillan (Chairman)
Deputy Philip Woodhouse (Deputy Chairman)
Deputy Roger Chadwick
Nicholas Goddard
Michael Hudson
Councillor Chris Townsend
Gillian Yarrow

Officers:

Roland Martin	- Headmaster of the City of London Freeman's School
Jo Moore	- City of London Freeman's School
Paul Bridges	- City of London Freeman's School
Polly Dunn	- Town Clerk's Department
Leanne Murphy	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Deputy Elizabeth Rogula and Tracey Graham.

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

There were no declarations.

3. TERMS OF REFERENCE

The Committee's Terms of Reference, as approved by the Board of Governors at its meeting on 12 October 2020, were received.

4. MINUTES

RESOLVED, that the public minutes and non-public summary of the meeting held on 13 January 2020, be approved as an accurate record.

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

There were no questions.

6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

7. **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.
8. **NON-PUBLIC MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 13 January 2020, be approved as an accurate record.
9. **OUTSTANDING ACTIONS**
Governors received a report of the Town Clerk regarding the Committee's outstanding actions.
10. **HEADMASTER'S REPORT**
Governors considered a report of the Headmaster regarding various School matters.
11. **PROPOSAL TO REALIGN JUNIOR AND SENIOR YEAR GROUPS IN CITY OF LONDON FREEMEN'S SCHOOL**
Governors considered a report of the Headmaster regarding the proposal to realign Junior and Senior Year Groups at CLFS.
12. **DELIVERING REMOTE EDUCATION FOR INTERNATIONAL STUDENTS**
Governors considered a report of the Headmaster regarding delivering remote education for international students.
13. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was no urgent business.

The meeting ended at 1.12 pm

Chairman

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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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By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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