



Finance, General Purposes and Estates Sub-Committee of the Board of Governors of the City of London Freeman's School

Date: WEDNESDAY, 10 JANUARY 2018
Time: On the rising of the Academic and Personnel Sub-Committee
Venue: CITY OF LONDON FREEMEN'S SCHOOL, ASHTEAD PARK, SURREY, KT21 1E

Members:	Deputy Roger Chadwick (Chairman)	Alderman Alastair King
	Deputy Philip Woodhouse (Deputy Chairman)	Andrew McMillan
	Stuart Fraser	Councillor Chris Townsend
	Nicholas Goddard	Alderman Dame Fiona Woolf
	Brian Harris	Gillian Yarrow

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

**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 of the meeting held on 16 October 2017.

For Decision
(Pages 1 - 2)
4. **ACTIONS SHEET**
Report of the Town Clerk.

For Information
(Pages 3 - 4)
5. **TUITION FEE DEBT**
Report of the Headmaster.

For Information
(Pages 5 - 6)
6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
8. **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

9. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 16 October 2017.

For Decision
(Pages 7 - 8)
10. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

11. **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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**FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE OF THE
BOARD OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL
Monday, 16 October 2017**

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 Guildhall on Monday, 16 October 2017 at 11.30 am

Present

Members:

Stuart Fraser (In the Chair)
Hugh Morris
Andrew McMillan
Councillor Chris Townsend
Gillian Yarrow

Officers:

Roland Martin	- Headmaster of the City of London Freemen's School
Sue Williams	- Bursar, City of London Freeman's School
Alistair MacLellan	- Town Clerk's Department
Steve Reynolds	- Chamberlain's Department

1. APOLOGIES

Apologies were received from Deputy Roger Chadwick, Deputy Philip Woodhouse, Deputy John Bennett, Michael Hudson, Alderman Alastair King, Vivienne Littlechild, Graham Packham, Deputy Elizabeth Rogula, Alderman Dame Fiona Woolf, Deputy Clare James and Ian Seaton.

Stuart Fraser was in the Chair.

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

There were no declarations.

3. MINUTES

The minutes of the meeting held on 19 June 2017 were approved as a correct record.

Matters Arising

Audio-Visual Equipment

The Headmaster noted he had attended a meeting with the Assistant Town Clerk to discuss the use of AV equipment at Board meetings. There remained issues around the legality of conducting meetings using AV equipment that needed to be clarified by the Comptroller and City Solicitor before the proposal was taken forward, and therefore a meeting had been scheduled two weeks hence.

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
City of London Freeman's School Masterplan Planning Applications**

A Governor noted that there was potential for local discontent arising from the perception of the potential for construction traffic to affect the local area and potential opposition to the reversal of the one-way system currently in operation at the School.

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. **MINUTES**

The non-public minutes of the meeting held on 19 June 2017 were approved as a correct record.

8. **FINANCIAL UPDATE**

Governors considered a report of the Bursar.

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

There were no non-public 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 no other business.

The meeting ended at 12.08 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

Finance, General Purposes and Estates Sub-Committee of the City of London Freeman's School

Actions Sheet

Date	Action	Officer responsible	Progress Update
16 October 2017	Budget Monitoring Report to be submitted to November 2017 Board meeting.	Bursar	Completed
16 October 2017	Fee Increase Modelling to be submitted to a meeting of the Board of Governors.	Bursar	Completed
16 October 2017	Echelon Report to be submitted to the November 2017 Board meeting.	Bursar	Update provided at November 2017 Board meeting.
16 October 2017	Bursary Committee to be convened during the period February-April 2018.	Town Clerk	To be convened.

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Agenda Item 5

Committee(s) Finance, General Purposes and Estates Sub Committee of the Board of Governors of the City of London Freemen's School	Dated: 10 January 2018
Subject: Tuition Fee Debt	Public
Report of: The Headmaster	For Information

Summary

This report provides Governors with the outstanding debt position at the City of London Freemen's School at 31st December 2017.

Recommendation(s)

Members are asked to:

- Note the report.

Main Report

Background

1. Governors are provided with regular updates regarding the outstanding debt position at the City of London Freemen's School.

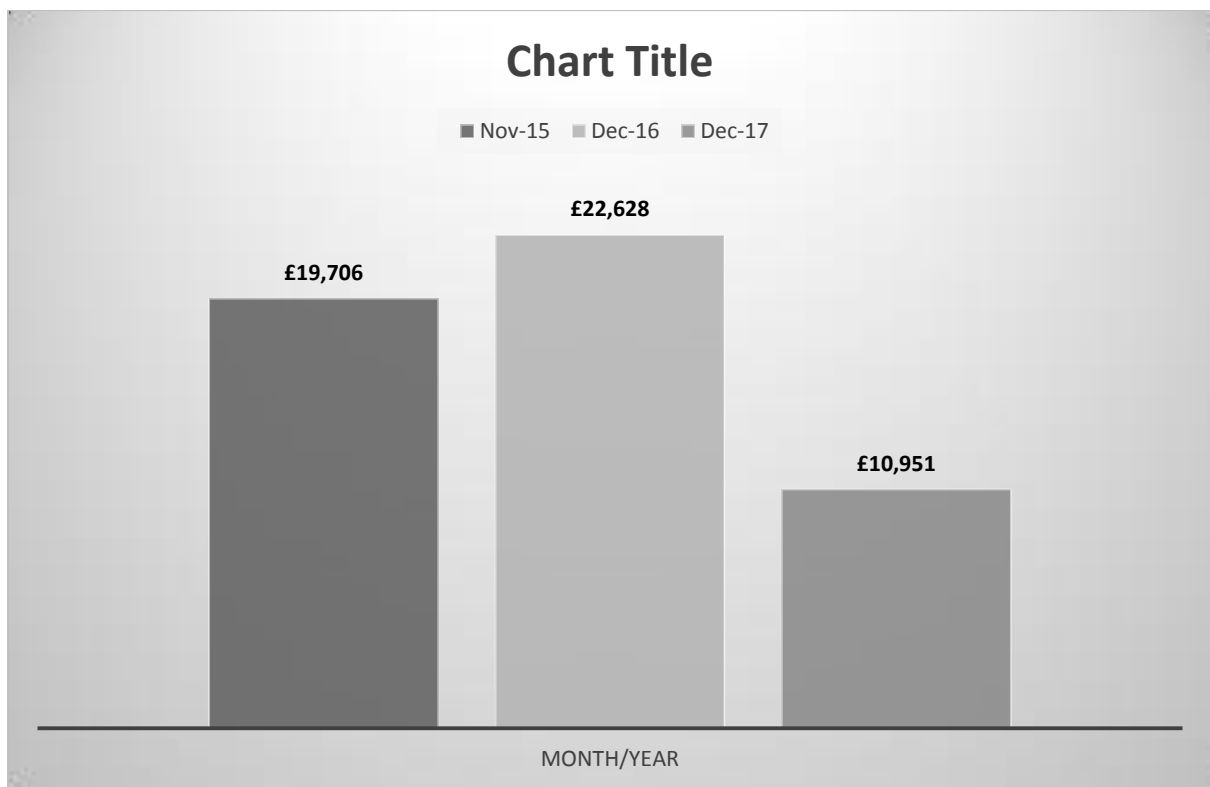
Current Position

2. The outstanding debt position at 31st December 2017 was £10,951 which represents 0.76% of turnover.

2016-17	£0
2017-18	£2,033
Fees in lieu of notice	£8,918
Total	£10,951

Family reference code	Year Group / Leaving date	Current position	Action
X	Fees in Lieu	£4,847.00	With C&CS Paying monthly Fees in lieu of notice
L	U4	£109.00	
S	U5	£1,923.50	
T	Fees in Lieu	£4,071.00	

The comparative figures are for December 2016 and November 2015 are shown in the chart below.



Options

3. None.

Proposals

4. None.

Corporate & Strategic Implications

5. None.

Implications

6. None.

Conclusion

7. This report is to keep Governors updated of arrears of fees.

Appendices

8. None

Susan Williams

Bursar

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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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