



## **Bursary Committee of the Board of Governors of the City of London Freeman's School**

**Date:** MONDAY, 16 MARCH 2020

**Time:** 4.00 pm

**Venue:** CITY OF LONDON FREEMEN'S SCHOOL, ASHTEAD PARK, SURREY,  
KT21 1ET

**Members:** Philip Woodhouse (Chairman)                      Brian Harris  
Roger Chadwick (Deputy Chairman)                      Andrew McMillan  
Nicholas Goddard    Councillor Chris Townsend

**Enquiries:** Polly Dunn  
polly.dunn@cityoflondon.gov.uk

**NB 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 and non-public summary of the meeting held on 6 June 2018.  

**For Decision**  
(Pages 1 - 2)
4. **NOTE OF INQUORATE MEETING**  
To receive a note of the inquorate meeting held on 26 March 2019.  

**For Information**  
(Pages 3 - 4)
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 6 June 2018.  

**For Decision**  
(Pages 5 - 8)
9. **ANNUAL REVIEW OF HARDSHIP BURSARY AWARDS**  
Joint report of the Chamberlain and the Headmaster of the City of London Freeman's School in relation to three Hardship Bursary Applications and the Cash Flow Forecasts.  

**For Decision**  
(Pages 9 - 22)
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**

**BURSARY COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF  
LONDON FREEMEN'S SCHOOL  
Wednesday, 6 June 2018**

Minutes of the meeting of the Bursary Committee of the Board of Governors of the City of London Freeman's School held at City of London Freeman's School, Ashtead Park, Surrey, KT21 1ET on Wednesday, 6 June 2018 at 10.00 am

**Present**

**Members:**

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

**Officers:**

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

**1. APOLOGIES**

Apologies were received from Stuart Fraser 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 public minutes and non-public summary of the meeting held on 27 November 2017 were approved as a correct record.

**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 was no other 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.

7. **NON-PUBLIC MINUTES**  
**RESOLVED**, that the non-public minutes of the meeting held on 27 November 2017 be approved as a correct record.
8. **OUTSTANDING ACTIONS**  
Governors considered a report of the Town Clerk regarding outstanding actions.
9. **HARDSHIP BURSARY APPLICATIONS AND CASH FLOW FORECAST**  
Governors considered a joint report of the Chamberlain and the Headmaster regarding Hardship Bursary Applications and Cash Flow Forecast.
  - 9.1 **Appendix 1**  
Governors considered an appendix detailing a three-year forecast of funds.
  - 9.2 **Appendix 2**  
Governors considered an appendix detailing a bursary review.
  - 9.3 **Appendix 3**  
Governors considered an appendix detailing a bursary review.
  - 9.4 **Appendix 4**  
Governors considered an appendix detailing a bursary review.
  - 9.5 **Appendix 5**  
Governors considered an appendix detailing a bursary application.
10. **BURSARY AWARDS - ALL OTHER FUNDS - 2018-19**  
Governors considered a report of the Headmaster regarding Bursary Awards – All Other Funds – 2018/19.
11. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
There were no questions.
12. **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.

**The meeting ended at 10.55 am**

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Chairman

**Contact Officer: Alistair MacLellan / [alistair.maclellan@cityoflondon.gov.uk](mailto:alistair.maclellan@cityoflondon.gov.uk)**

**BURSARY COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF  
LONDON FREEMEN'S SCHOOL  
Tuesday, 26 March 2019**

Minutes of the meeting of the Bursary Committee of the Board of Governors of the City of London Freeman's School held at Aldermen's Dining Room, Guildhall on Tuesday, 26 March 2019 at 9.00 am

**Present**

**Members:**

None

**Officers:**

Polly Dunn

- Town Clerk's Department

**1. APOLOGIES**

Apologies were received from Deputy Roger Chadwick, Deputy Philip Woodhouse, Brian Harris, Andrew McMillan and Chris Townsend.

The Town Clerk noted that the meeting was inquorate and therefore in line with Standing Order 36 of the Court of Common Council, the formal meeting would be dissolved and consideration of business adjourned until the next regular meeting of the Board. Any business requiring approval prior to the next regular meeting would be considered by the Town Clerk under urgency procedure in consultation with the Chairman and Deputy Chairman of the Board.

**The meeting ended at 9.05 am**

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Chairman

**Contact Officer: Polly Dunn**  
**[polly.dunn@cityoflondon.gov.uk](mailto:polly.dunn@cityoflondon.gov.uk)**

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of the Local Government Act 1972.

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