



## Civic Affairs Sub-Committee

**Date:** TUESDAY, 28 OCTOBER 2025

**Time:** 1.45 pm

**Venue:** COMMITTEE ROOM, WEST WING, 2ND FLOOR GUILDHALL

**Members:**

Sheriff & Deputy Keith Bottomley (Chairman)	Charles Edward Lord, OBE JP
Deputy Henry Pollard (Deputy Chairman)	Tim McNally
Deputy Emily Benn	Wendy Mead OBE
Deputy Peter Dunphy	Deputy Andrien Meyers
Deputy Henry Colthurst	Alderman Sir William Russell
Deputy Christopher Hayward	James St John Davis
Deputy Jaspreet Hodgson	James Tumbridge
Alderwoman Dame Susan Langle	Philip Woodhouse

**Enquiries:** Gemma Stokley  
[gemma.stokley@cityoflondon.gov.uk](mailto:gemma.stokley@cityoflondon.gov.uk)

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<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

**Ian Thomas CBE**  
**Town Clerk and Chief Executive**

# **AGENDA**

NB: Certain items presented for information have been marked \* and will be taken without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to the start of the meeting. These for information items have been collated into a supplementary agenda pack and circulated separately.

## **Part 1 - Public Agenda**

1. **APOLOGIES**

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

3. **MINUTES**

To consider the minutes of the Civic Affairs Sub-Committee meeting held on 21 July 2025.

**For Decision**  
(Pages 7 - 10)

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

5. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

6. **EXCLUSION OF THE PUBLIC**

MOTION – That the public be excluded for the following matters that relate to functions of the Court of Common Council which are not subject to the provisions of Part VA and Schedule 12a of the Local Government Act 1972, relating to public access to meetings. The matters will, therefore, be considered in non-public session unless the committee determines to the contrary.

**For Decision**

## **Part 2 - Non-Public Agenda**

7. **MINUTES**

To consider the non-public minutes of the Civic Affairs Sub-Committee meeting on 21 July 2025.

**For Decision**  
(Pages 11 - 18)

8. **COMMITTEE HOSPITALITY PROGRAMME REVIEW COMMENCING IN 2026/27**  
Report of the Remembrancer.
- For Decision**  
(Pages 19 - 32)
9. **APPLICATIONS FOR THE USE OF GREAT HALL**  
Report of the Remembrancer.
- For Decision**  
(Pages 33 - 36)
10. **APPLICATIONS FOR HOSPITALITY**
- a) Application A (Pages 37 - 42)  
Report of the Remembrancer.
- b) Application B (Pages 43 - 48)  
Report of the Remembrancer.
- For Decision**
11. **USAGE OF COMMITTEE ROOMS**  
Joint report of the Deputy Town Clerk and the Remembrancer.
- For Decision**  
**(TO FOLLOW)**
12. **\* DELEGATED AUTHORITY REPORT**  
Report of the Remembrancer.
- For Information**
13. **\*EVALUATION OF COMMITTEE HOSPITALITY AND CITY-HOSTED EVENTS**  
Report of the Remembrancer.
- For Information**

14. **\*FORTHCOMING COMMITTEE OR COURT EVENTS INVOLVING HOSPITALITY AND OTHER NON-HOSPITALITY EVENTS**  
Report of the Remembrancer.  
**For Information**
15. **\* SUMMARY OF COMMITTED HOSPITALITY FUNDING**  
Joint Report of the Chamberlain and Remembrancer.  
**For Information**
16. **\*VARIOUS RECEPTIONS - FINAL ACCOUNTS**  
Joint Report of the Chamberlain and the Remembrancer.  
**For Information**
17. **\* DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS IN ACCORDANCE WITH STANDING ORDERS 41(A) AND 41(B)**  
Report of the Town Clerk.  
**For Information**
18. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
19. **ANY OTHER BUSINESS THE CHAIR CONSIDERS URGENT AND WHICH THE COMMITTEE CONSIDER SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

### **Part 3 - Confidential Agenda**

20. **MINUTES**  
To consider the confidential minutes of the Civic Affairs Sub-Committee meeting on 21 July 2025.  
**For Decision**

21. **CONFIDENTIAL MATTERS:**

a) **MATTER A**

Report of the Remembrancer.

**For Information  
(TO FOLLOW)**

b) **MATTER B**

Counsel to the City & Under-Sheriff to be heard.

**For Decision**