

**FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE OF THE  
BOARD OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL  
Friday, 18 January 2019**

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 1ET on Friday, 18 January 2019 at 1.45 pm

**Present**

**Members:**

Deputy Roger Chadwick (Chairman)  
Deputy Philip Woodhouse (Deputy Chairman)  
Nicholas Goddard  
Brian Harris  
Andrew McMillan  
Lady Gillian Yarrow

**Officers:**

Steven Reynolds	- Chamberlain's Department
Roland Martin	- Headmaster of the City of London Freeman's School
Sue Williams	- Bursar, City of London Freeman's School
Matt Robinson	- Head of Junior School
Paul Bridges	- Academic Deputy Head
Alistair MacLellan	- Town Clerk's Department
Polly Dunn	- Town Clerk's Department

1. **APOLOGIES**

Apologies were received from Councillor Chris Townsend.

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 summary of the meeting held on 13 November 2018 were approved as a correct record.

**Matters arising**

The Governors wished to note their congratulations to Deputy John Bennett MBE for his inclusion in the 2019 New Year's Honours List.

The Governors welcomed Lady Gillian Yarrow to her first meeting of the Sub-Committee.

4. **TERMS OF REFERENCE**

Governors considered the Finance, General Purposes and Estates Sub-Committee's terms of reference as part of the annual review process. The following matters were raised:-

- Governors expressed interest in clarifying the quorum description with respect to Common Council representation. Governors agreed it should be made clear that, whilst any decision made by the Sub-Committee needed to obtain the support of the majority of present Common Council Governors, the attendance of the Common Council Governor is not necessary for the Sub-Committee to be quorate.
- The Headmaster suggested that the Sub-Committee take responsibility for ratifying any non-statutory policies which would enable the Board of Governors to spend more time on strategic issues. A summary report of Sub-Committee approved policies would be submitted to the Board of Governors for information only.
- Governors requested that a Governors' intranet portal be developed so that policies and other helpful resources could be readily accessed.

**RESOLVED** – That the Sub-Committee recommend the following changes to its terms of reference for approval by the Board of Governors:

- a) amend the wording to better distinguish the role of Common Council Governor(s) in relation to the Sub-Committee's quorum and decision-making ability; and
- b) introduce to the Sub-Committee the power to approve non-statutory policies, reporting on these in summary to the Board of Governors for information only.

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

There were no public 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 Paragraph 3 of Part I of Schedule 12A of the Local Government Act.

8. **NON-PUBLIC MINUTES**

**RESOLVED** – That the non-public minutes of the of the meeting held on 13 November 2018 were approved as a correct record.

9. **ACTIONS**

Governors considered a report of the Town Clerk on the outstanding actions of the Finance, General Purposes and Estates Sub-Committee.

10. **BURSAR'S REPORT**

Governors considered a report of the Bursar.

11. **TEACHERS' PENSION SCHEME**

The Governors considered a report of the Headmaster on the Teachers' Pension Scheme.

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

There were no non-public questions.

13. **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 2.50 pm**

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Chairman

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