

**FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE OF THE
BOARD OF GOVERNORS OF THE CITY OF LONDON FREEMEN'S SCHOOL
Wednesday, 7 November 2012**

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 Wednesday, 7 November 2012 at 10.00 am

Present

Members:

Deputy John Bennett (Chairman)
Roger Chadwick (Deputy Chairman)
Vivienne Littlechild
Anthony Llewelyn-Davies
Douglas Mobsby

Officers:

Gemma Stokley	- Town Clerk's Department
Daniel Hooper	- Town Clerk's Department
Steve Telling	- Chamberlain's Department
Mark Lowman	- City Surveyor's Department
Vicky Buckman	- Deputy Head, City of London Freeman's School
Richard Alton	- Deputy Head (Academic), City of London Freeman's School
Yvette Dunne	- Bursar, City of London Freeman's School

1. APOLOGIES

Apologies for absence were received from Brian Harris and the Headmaster of the City of London Freeman's School.

2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA

There were no declarations.

3. MINUTES

The public minutes and summary of the meeting held on 30 May 2012 were approved and agreed as a correct record.

MATTERS ARISING

OFA Discussions re: OFA Clubhouse (page 1) – The Chairman reported that he had not received any further correspondence from the OFA on this matter since discussions were held at the last meeting of this Sub Committee. He added that the School were not in a position to comment further on the future of the Clubhouse at present.

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 were no additional, urgent items of business.

6. **EXCLUSION OF THE PUBLIC**

RESOLVED – That, under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items 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.

Item No	Exempt Paragraph(s)
7	3
8	3
9	1 & 3
10	3
11	2, 3 & 4
12	1, 2, 3 & 4
13	-
14	-

7. **MINUTES**

The non-public minutes of the meeting held on 30 May 2012 were approved and agreed as a correct record.

8. **REVENUE BUDGETS - 2012/13 AND 2013/14**

The Sub Committee considered a joint report of the Chamberlain and the Headmaster of the City of London Freemen's School relative to the School's Revenue Budgets – 2012/13 and 2013/14 with a view to then submitting its recommendations to the Board of Governors.

9. **ARREARS OF FEES**

The Sub Committee considered and approved a report of the Bursar which provided Governors with an update on current arrears of fees and direct debit payments.

10. **FINANCIAL PERFORMANCE/SUMMARY**

The Sub Committee received a report of the Bursar providing Governors with a Financial Summary for the year ended March 2013.

11. **'SOFT SERVICES' CONTRACT UPDATE**

The Sub Committee received a report of the Headmaster providing Governors with an update on the first fifteen months of the catering and soft services contract.

12. **MASTER PLAN UPDATE**

The City Surveyor was heard relative to progress on the School's 'Master Plan' works.

13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions raised in the non-public session.

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no additional, urgent items of business for consideration in the non-public session.

The meeting ended at 11.40 am

Chairman

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