

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

Wednesday, 30 May 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, Ashtead Park, Surrey, KT21 1ET on Wednesday, 30 May 2012 at 11.00am

Present

Members:

Deputy John Bennett (Chairman)
Brian Harris

Anthony Llewelyn-Davies

Officers:

Gemma Goulding	- Town Clerk's Department
Daniel Hooper	- Town Clerk's Department
Mark Lowman	- City Surveyor's Department
Philip Macdonald	- Headmaster, City of London Freeman's School
Yvette Dunne	- Bursar, City of London Freeman's School
Vicky Buckman	- Deputy Head, City of London Freeman's School
Richard Alton	- Second Deputy, City of London Freeman's School
Mark Beach	- Head of Junior School, City of London Freeman's School
Laura Morrison	- Chairman, Old Freeman's Association
Pat Jenkins	- Secretary, Old Freeman's Association
David Horne	- Treasurer, Old Freeman's Association
Robert Austin	- Old Freeman's Association

1. APOLOGIES

Apologies for absence were received from Roger Chadwick (Deputy Chairman) and Vivienne Littlechild.

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

There were no declarations of interest.

3. MINUTES

The public minutes and summary of the meeting held on 13 January 2012 were approved and agreed as a correct record.

4. OFA DISCUSSIONS RE: OFA CLUBHOUSE

The Chairman welcomed OFA representatives to the Sub Committee meeting to discuss the future of the OFA Clubhouse. He reported that discussions around the OFA Clubhouse had now been delegated to this Sub Committee by

the main Board. He went on to underline that Governors were keen to work with the OFA as much as possible given that the organisation was viewed by all as an integral part of School life. The Chairman invited the Headmaster to summarise discussions around the Clubhouse to date.

The Headmaster reported that there had been two separate sets of discussions between the School and the OFA on this matter. The first had centred around the School possibly sharing changing facilities within a new Clubhouse to be built on the current site. Plans for this had been drawn up with the School contributing to the costs of this but, for technical reasons and, due to cost, this was not an option that the School felt could be progressed. The second set of discussions had taken place via a Working Party which the Board of Governors had called for and these discussions had centred around a shared facility for the OFA within the proposed new Swimming Pool complex. These shared facilities would be paid for by the School, would incorporate some social facilities and would recognise the memorial nature of the Clubhouse. Changing room facilities could also be shared and could be provided for within the new facilities proposed in the first stage of the Master Plan works. The Headmaster recognised that these discussions had been, in a sense, hypothetical, given that detailed plans for a new Swimming Pool complex were yet to be produced. The OFA therefore were unwilling to proceed with this approach.

The Chairman underlined that today was an opportunity for OFA representatives to meet with Governors face to face and to discuss their concerns and uncertainties about the future of their facilities. He reiterated that plans for the Swimming Pool complex, to be constructed in 5 year's time were still very fluid at present but it was, nevertheless, felt that a shared facility within this new complex was a satisfactory way forward in the long term.

The Chairman of the OFA stated that it was difficult to present any plans for a shared facility to her members in the absence of any plans or dimensions. The Treasurer of the OFA stated that the Association would be happy to consider any proposals as long as the shared facilities on offer at least matched those that were already available to OFA members.

OFA representatives went on to question why the lease for the current site could not be extended. The Chairman underlined that future plans for this site were not yet concrete. Other Governors underlined the fact that the site was not owned by the School but by the City of London Corporation and that any long term plans would therefore need the approval of the Property Investment Board and the full Court of Common Council.

Discussions around the future of the OFA Clubhouse continued and the following points were made:

- Any decisions reached must be for the future good of the School;
- The OFA disputed that they were an 'outside organisation' and asked not to be referred to as such;
- A Governor pointed out that the Court of Common Council would be very reluctant to do a 'special deal' for the OFA and grant them a lease of 30 years plus for the current site;

- The OFA originally held the freehold of the land for the current site and returned this to the City of London as a gesture of goodwill many years ago;
- The Headmaster stated that traffic flow and parking would be an integral part of the on-going Master Plan works and that this could possibly impinge upon the current Clubhouse site;
- Governors pointed out that a longer term issue, as highlighted within the Conservation Management Plan, was how much more development would be permissible on the School site as a whole. The current site of the Clubhouse may well, therefore, be required for the Schools needs in future years although there were no plans for this at the present time;
- In response to a question, the Chairman assured OFA representatives that outline planning permission for all phases of the Master Plan works had been granted by Mole Valley District Council. He reported that the new Swimming Pool building would house a 25 metre, 6 lane pool, a larger plant, more spectator areas and additional hospitality suites which could be used as the proposed 'shared facility';
- A Governor, who was also a member of the City's Property Investment Board warned that this Board would be likely to reject a long lease for the current site even if this was to be recommended to them by this Board of Governors;
- An OFA representative stated that he would welcome the opportunity to meet informally with Governors and planners on site to discuss any outstanding issues before the option of a shared facility was re-visited;
- OFA representatives commended the Master Plan works and underlined their desire to continue to work with the Board of Governors to find an acceptable way forward;
- The Chairman stated that he felt that a meeting with Mole Valley would be premature at this time as local planners had only seen outline plans for the whole of the works and detailed 'Phase I' plans at this stage. He urged patience on this given that subsequent plans had not yet been considered in detail;
- The OFA sought assurances that, if this issue were not resolved at the conclusion of their new 5 year lease (2017) this would be extended. The Chairman stated that there was no question that the School and the Board of Governors wanted the OFA to remain on this site.

The Headmaster stated that, whilst future phases of the Master Plan works could not be pre-judged at this stage it was hoped that things would become clearer in the next few years. He underlined the fact that all were committed to the continued presence of the OFA on the School site.

OFA representatives reported that the OFA had now signed a new 5 year lease for the current site and that a re-decoration and repairs programme was now underway.

The Chairman undertook to continue to keep the OFA informed as to the progress of the Master Plan works and future planning applications. He stated that the Board's key focus at this stage was securing planning permission for 'Phase I' of the Master Plan works in order to adhere to the original timetable set out.

An OFA representative questioned the improvements to the car park area featured within the application currently on the MVDC website. He stated that the proposal to introduce a layby for 5 minibuses would directly affect the Clubhouse on its current site and questioned why the OFA had not been

consulted on or advised of this in advance. The Bursar reassured the OFA that this was not a parking area and stated that all had been invited to a public consultation meeting on these plans in advance of them being submitted to Mole Valley.

The Chairman thanked OFA representatives for attending the meeting and stated that, whilst many questions were still unanswerable at this stage, he hoped that they had found this useful.

The OFA requested copies of the minutes of this discussion in due course.

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

There were no questions.

6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no additional, urgent items of business for consideration.

7. 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.

<u>Item No</u>	<u>Exempt Paragraphs</u>
8	1, 2 & 3
9	1, 2 & 3
10	1 & 3
11	3
12	1 & 3
13	1 & 3
14	-
15	-

8. MINUTES

The non-public minutes of the meeting held on 13 January 2012 were approved and agreed as a correct record.

9. MASTER PLAN UPDATE AND RISK REGISTER FOR 'PHASE I' WORKS

The Sub Committee received a report of the City Surveyor relative to recent developments on the Master Plan Works and a 'Phase I' Risk Register.

10. 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.

11. FINANCIAL PERFORMANCE/SUMMARY

The Sub Committee received a report of the Bursar providing Governors with a Financial Summary for the year ended 13 March 2012.

12. **CLFS FEES AUDIT - MEMBERS' BRIEFING AND REMEDIAL ACTION**
The Sub Committee received a report of the Headmaster detailing the findings of a recent Internal Audit and the remedial action taken by the School.
13. **PROGRESS REPORT ON THE SCHOOL DEVELOPMENT OFFICE AND FUTURE PLANS**
The Headmaster was heard relative to the work of the Development Office to date and plans for the future.
14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions in the non-public session.
15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
The Chairman updated Governors on recent discussions around 'Freedom Fees'.

The meeting closed at 12.30pm

Chairman

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