

**INQUORATE MEETING OF THE FINANCE, GENERAL PURPOSES AND
ESTATES SUB-COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY
OF LONDON FREEMEN'S SCHOOL
Monday, 14 November 2016**

Minutes of the inquorate 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
Monday, 14 November 2016 at 10.30 am

Present

Members:

Deputy Roger Chadwick (Chairman)
Stuart Fraser (Deputy Chairman)

Officers:

David Arnold	Town Clerk's Department
Steven Reynolds	Chamberlain's Department
Roland Martin	Headmaster, City of London Freeman's School
Evelyn Guest	Deputy Head (Pastoral), City of London Freeman's School
Andrew McCleave	Deputy Head (Academic), City of London Freeman's School
Matt Robinson	Head of Junior School, City of London Freeman's School
Sue Williams	Bursar, City of London Freeman's School

1. APOLOGIES

Apologies for absence were received from Deputy Brian Harris and Philip Woodhouse. Governors also noted that Vivienne Littlechild had stood down from the Sub-Committee so there were now two vacancies. The Town Clerk would advertise the vacancies at the next Board of Governors meeting.

The Sub-Committee noted that there was an insufficient number of committee Members present to constitute a quorate meeting. The Chairman added that the location of future Sub-Committee meetings required discussion as City Corporation Members were not always able to travel to the School for meetings. However, it was noted that the School's Senior Leadership Team were not able to attend meetings at Guildhall together because at least one member of SLT would have to stay at the School. The Chairman requested that the possibility of Governors 'attending' meetings via video conference call be looked into.

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

There were none.

3. **MINUTES**
The public minutes of the last meeting were noted.
4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
There were none.
5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There was none.
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 of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.
7. **MINUTES**
The non-public minutes of the last meeting were noted.
8. **PRELIMINARY BUDGET 2017/18**
The Chairman and Deputy Chairman considered a report regarding the preliminary revenue budget for 2017/18.
9. **REPAIRS, MAINTENANCE AND IMPROVEMENTS FUND**
The Chairman and Deputy Chairman noted a joint report of the Chamberlain, Headmaster and City Surveyor regarding the repairs, maintenance and improvements fund for 2017/18 and were happy with the recommendation.
10. **IT DEPARTMENT RESTRUCTURE**
The Chairman and Deputy Chairman noted a report of the Headmaster that outlined out the proposals for a restructure in the IT Department at the City of London Freemen's School following the Business review conducted in 2015/16 by ISQ. The Chairman and Deputy Chairman agreed with the recommendations.
11. **ARREARS OF FEES**
The Chairman and Deputy Chairman noted a report of the Headmaster regarding School fee arrears.
12. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**
There were none.
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 none.

The meeting ended at 11.30 am

Chairman

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