

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Wine Room
On Tuesday, 1st July 2014 at 2 pm

Present: Provost
Dr Adkins
Dr Braybrook
Dr Browne
Dr Candea
Dr Fischer
Dr Flack
Professor Keverne
Revd Dr Morris
Dr Omitowoju
Mr Abrams*

In Attendance: Vice-Provost
First Bursar
Senior Tutor
Domus Bursar
Mr Allen*
Mr Tchernev*

For item 204 only:
Ms Kristen Lippincott
Mr Andy Spence

Mrs Wilson to take Minutes
* *Open business only*

OPEN MATTERS

Apologies for Absence

Apologies were received from Dr Marston and Mr Tchernev.

Declarations of Interest

There were no Declarations of Interest.

201. Minutes of Open Matters of 10th June 2014

The minutes of the Open Matters of the meeting held on 10th June 2014 were approved and signed with one amendment.

202. Action List and Matters Arising

There were no matters arising

203. Minutes:

- a. Council accepted the Church Patronage Minutes of 22nd May 2014.
- b. Council accepted the Catering Committee Minutes of 3rd June 2014.
- c. Council accepted the Adornment Committee Minutes of 14th June 2014.
- d. Council accepted the Garden Committee Minutes of 14th May 2014.

Council requested that Minutes of Committees be completed and sent to Council, in draft form if necessary, within two weeks of a meeting taking place.

204. Shop at King's

The Domus Bursar presented a paper asking Council to consider the attached Detailed Business Case, and to give approval to the Working Group to move to the next phase of the project. Ms Kristen Lippincott and Mr Andy Spence attended the meeting and displayed samples of possible products to be offered in the shop. Ms Lippincott said that the team had considered similar shops such as those found at English Heritage and National Trust properties. New technology meant that it was now possible to order only small numbers of products to see whether they sold well without keeping lots of stock. The shop would aim for different audiences. Visitors would be referred to the shop for tickets by the College, but the shop windows would also aim to attract custom from passers-by. Choir CDs would be showcased. The Domus Bursar said that Gift Aid would be introduced which would increase the takings.

Agreed: to receive the Shop at King's Detailed Business Case, and to agree that the work of the Working Group move to the next phase. A paper should be brought to the Governing Body at its first meeting of the next academic year.

205. Bedford Fund

The Senior Tutor presented a paper on behalf of Professor Lummis and Professor Bate giving the names of the people to whom awards from the Fund had been made in 2013-14:

Alexander Hackmann - £1000
Andrea Strakova - £500
Nicole Grunstra - £400
Sophie Harrington - £500
Emma Sewart - £200
Ash Simkins - £500
Rebecca Story - £500

206. Beves Room Refurbishment

The Domus Bursar presented a paper giving information on the refurbishment of the Beves Room. Council had approved the basic decoration of the Beves Room, but had requested further information on project timelines and use of adjacent WCs. The Domus Bursar reported that if Option 3, which would take 4 weeks, was approved, it should be possible for the work to start immediately after Christmas 2014, with the bulk of the work being finished before the start of Term, causing minimum disruption.

While the number of toilets, washbasins etc in the Beves Room area broadly conformed to regulations, there was no obvious way of providing further cloakroom facilities, which meant that people attending outside events in the Beves Room would use the facilities in the Pantry corridor. This option was felt to be intrusive in the light of the expected increase in outside business arising from the refurbishment. The First Bursar commented that the depreciation charge in the accounts was £0.5 million a year less than required to maintain the College's buildings, meaning that to continue as at present either expenditure needed to be reduced or income increased. Conferences were one of the few means of increasing income available to the College, and it was necessary to balance this need for further funds against any potential discomfort caused by such events.

The Domus Bursar undertook, should Option 3 be approved, to investigate ways in which cloakroom facilities might be enhanced.

Agreed:

- a. to approve Option 3;

- b. to commence detailed planning for Option 3, with a view to commencing on site December 2014, subject to funding.

5 in favour; 4 against, one abstention

207. Public Address Systems

The Dean and the First Bursar presented a paper proposing that a public address system be installed in the antechapel to ensure that readings and the spoken word were audible there. They also proposed that the system in the Hall be replaced. In both cases, Council was asked to recommend this to the Governing Body. The Dean reported that he had been very impressed by the system when it was tried in the Chapel. Regarding its installation in the Hall, the First Bursar said that outside events might be charged for the use of a new system, which would offset the depreciation.

Agreed: to recommend to the Governing Body that a public address system be installed in the antechapel to amplify the spoken word but not music; that a system to amplify sound for the hard of hearing be installed throughout the Chapel; and that a new public address system be installed in the Hall. The total cost of these systems is £96,000. It is hoped that a portion of this cost will be offset by donations.

208. Choir Strategy Group

The Dean presented a paper proposing the establishment of a new working group, to be called the Choir Strategy Group, whose aim would be to coordinate and oversee the whole range of Choir activities relating to the wider purposes of the College, including the planning of tours, concerts and recordings, media presence, and fundraising. The Group would subsume within itself much of the current business of the Use of Choirs Committee, which would disappear in its current form. The need for this change had arisen as a result of a change in the expectations for the Choir to participate in fundraising activities and to have a media presence. Council felt that this should be a Committee, rather than a Working Group. The Use of Choirs Committee dealt only with routine matters, whereas the proposed new group would deal with all the competing demands on the Choir as well as the routine business which had been dealt with by the Use of Choirs Committee and would then report to Council.

Agreed: to establish a Choir Strategy Committee with effect from 1st October 2014 in place of the Use of Choirs Committee, which would be abolished. The Committee would function along the lines outlined in the paper, with the addition of the Senior Tutor as an *ex officio* member of the Committee, and Item 4 of the Terms of Reference being amended to show “appointed” in place of “co-opted”. Council should review the Committee’s work at the same meeting the following year.

A statement would go to the Governing Body that the Choir Strategy Committee had been set up and its work would be reviewed.

209. Chetwynd Court

The Domus Bursar presented a paper providing a Feasibility Report covering the proposed refurbishment of the Chetwynd Court and adjacent areas.

Council noted the paper and that funding was needed.

210. CASC Room Management System update

The Domus Bursar submitted a paper updating Council on the Room Management System which had been trialled during Easter 2014.

211. Filming Permission

The Domus Bursar presented a paper on behalf of IWC Media requesting Council's approval to film in the College as part of a documentary into Cambridge University. Several people were not in favour of this proposal, and it was agreed that if it were to go ahead, then the College would need to have editorial control. The Provost reported that discussions were already being held with another company who were producing "60 years of Carols at King's" about a possible documentary on the College. The First Bursar suggested that the Domus Bursar speak to the University Communications Office to find out whether the University was in favour of this. If so, then King's should agree to help, but otherwise there was little reason to proceed.

212. Long Vac Visiting Students

The First Bursar presented a paper giving the names of the students visiting during the Long Vacation Term.

213. Any Other Business

- a. *Mr Abrams reported that a cult was recruiting from a property near the College. Mr Abrams agreed to contact the College whose property was involved.*
- b. *Following requests for the next meeting to be moved to a later time, the Provost suggested that the meeting on 15th July start at 3.30 pm. The meeting agreed to this.*