

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Wine Room
On Tuesday, 2nd October 2018 at 2 pm

<i>Present:</i>	Provost	<i>In</i>	Vice-Provost
	Dr Ainslie	<i>Attendance:</i>	First Bursar
	Dr Barber		Senior Tutor
	The Revd Dr Cherry		Domus Bursar
	Dr Donaldson		*Mr Bacon
	Professor Efstathiou		*Ms Hawkins
	Ms Headen		
	Professor Humphrey	<i>By invitation:</i>	<i>Ms James</i>
	Dr Taylor		<i>to take minutes</i>
	*Ms Joynt		
	*Ms Payne		

OPEN BUSINESS

Apologies for Absence

Apologies were received from Professor Fahmy. Dr Davies is on sabbatical leave.

Declarations of Interest

There were no declarations of interest.

299. Papers agreed under Vacation Powers

290. Charity Event

The First Bursar circulated further information about the charity event to support Maggie's Wallace discussed in Council paper 272. Council agreed by electronic vote to permit the use of the Hall for a charity concert on 16 December, 2018.

291 Annual Salary Increase

Council agreed by electronic vote that general salaries for College employees should be increased by 2% from 1st August, 2018.

293. Chapel Summer Photography Exhibition

Council agreed by electronic vote to give permission for an exhibition of photographs by Sara Rawlinson in the Ante-Chapel over the summer.

294. Filming in College

Council agreed by electronic vote to give permission for filming to be undertaken by the BBC in College on 28 August 2018, in support of a BBC drama due to be broadcast in 2019.

295. Removal of Willow Tree

Council agreed by electronic vote to give permission for the removal of the weeping willow by the bridge which had been badly infected by Honey Fungus, and posed a health and safety risk to those in the vicinity.

297. Design of the Inner Gates

Council agreed by electronic vote to a change in the design of the inner gates to the Gatehouse, in order to meet the approval of the Local Conservation Officer.

298. Old Garden Hostel Refurbishment

Council approved by electronic vote a request from the Domus Bursar for approval to proceed to a Pre-Application for the Old Garden Hostel refurbishment and extension.

It was noted that there were a large number of papers agreed under Vacation powers and the Provost reminded Council that only those papers which are urgent should be circulated electronically.

300. LGBT+ Formal Dinner in Hall

The Vice-Provost presented a paper on behalf of the KCSU LGBT+ Officer requesting permission to use the Hall on Saturday, 17 November for the LGBT+ formal dinner.

The Vice-Provost reported that the normal evening servery in Hall will remain unaffected, however, High Table will be held in the Wine Room.

Agreed:

To allow the Hall to be used for the KCSU LGBT+ formal dinner on Saturday, 17 November 2018.

301. Chapel Events

The Dean presented a paper giving notice of future events taking place in the Chapel.

Agreed:

Council noted and approved the use of Chapel for the events listed below:

Saturday 7 October 2018	20.00 – 21.30	KCMS Opening Gala Concert King's College Symphony Orchestra Organiser: Trojan Nakade
Saturday 6 October & Sunday 7 October 2018	20.00 – 22.30 16.45 – 19.15	Repertoire: Howells Requiem, Mathias Organ Concerto, Prokofiev Sinfonia Concertante Rehearsals
Tuesday 6 November 2018	1900 – 2000	<i>I Saw Eternity The Other Night</i> The launch event for a new Penguin book about the sound of the Chapel and Choir. Any rehearsals will take place immediately prior to the event.
Sunday 18 November 2018	21.00 – 21.30 18.30 – 20.30	KCMS Chamber Concert Organiser: Trojan Nakade Repertoire: Monteverdi, Andrea Gabrieli, Schütz and Gesualdo Rehearsal
Friday 23 November 2018	20.00 – 21.30	KCMS Michaelmas Concert King's College Symphony Orchestra/ KCMS Consort Organiser: Trojan Nakade
Wednesday 21 November 2018 Friday 23 November 2018	19.30 – 22.30 13.00 – 15.30	Repertoire: Elgar, Arnold and Tippett Rehearsals
Tuesday 27 November 2018	19.30 – 21.15 <i>TBC</i>	The King's Singers Organiser: John McMunn/Concerts at King's Repertoire includes: Vaughan Williams, Lawson, Saint-Saens, Rutter, Tchaikovsky. Conductor: Stephen Cleobury Rehearsals

Wednesday 14 November 2018	19.30 – 21.00 14.00-17.00	Opening Concert for the Cambridge Music Festival Organiser: John McMunn, King's Concert & Festivals Manager Mozart Requiem, featuring King's College Choir Rehearsal <i>Note from the Dean: This event is a co-promotion with Cambridge Music Festival. The planning has not been entirely satisfactory – nonetheless, I feel it <u>should</u> go ahead with the proviso that the Concerts Committee reviews the understanding of co-promotion before permission is given for such a concert in 2019.</i>
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302. Intercollegiate Expenditure

This paper was deferred to the next Council.

303. Council Timetable

The First Bursar presented a paper asking Council to consider adopting a Council timetable instead of the current action list, and included a sample agenda adapted to this proposed style.

The First Bursar commented that there will be items that do not arise in a regular or predictable way and so the timetable will not include all matters for discussion, but it will give Council a framework to consider at each meeting. The timetable will be sent to the Fellowship for consideration in case they wish to add items.

The Domus Bursar asked for the King's Affair Proposal paper to be moved to the Lent Term. The Vice-Provost requested a review of the Easter festival in the summer term, as well as before the event.

The University has a starring system in which items that are not discussed are starred and for consistency it would be helpful for Council to do the same. If a member of Council wishes to discuss a starred paper, they should contact the Provost's PA by noon on the day of Council at the latest.

It was agreed to include summaries, given at the start of each paper, in the Agenda which would ensure that the Fellowship, who see the Agenda in advance, know what is to be discussed. The Provost asked that the Agenda be anonymised in Reserved Business.

Agreed:

To adopt a timetable for its future regular business, to start in Lent term.

304. Internal Audits

The First Bursar presented the Internal Audit report.

King's in conjunction with four other Colleges felt it would be useful for auditors to look at College activities and identify good practice. The report was positive but did raise some issues that ought to be addressed.

A College credit card policy should be drawn up which underlined to cardholders that receipts should be sent in straight away. A proposed policy on credit cards will be brought to the next Council meeting.

The auditor pointed to the reputational risk to the College from student clubs and societies. A number of clubs and societies have lost access to their own bank accounts and it was suggested that only large and stable societies, such as the KCGS and KCSU, should be permitted to have their own bank accounts and all other societies would use these bank accounts. Training would be arranged for Society treasurers.

Agreed:

Council approved the proposals in the paper.

305. Any Other Business

The Provost informed Council that he would ask Professor Macfarlane to write to him with his revised proposal for signage/naming of the 'Xu Zhimo Garden'.

The meeting closed at 3.15 pm.

The next meeting of Council will be held on Tuesday, 9th October 2018 at 2 pm in the Wine Room.