

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Wine Room
On Tuesday, 21st November 2017 at 2 pm

Present: Provost
Dr Barber
The Revd Dr Cherry
Dr Davies
Professor Efstathiou
Ms Headen
Professor Humphrey
Dr Sagar
Dr Taylor
*Ms Mulcahy
*Ms Hawkins

In Attendance: Vice-Provost
First Bursar
Senior Tutor
Domus Bursar
*Ms Grossfurthner
*Ms Whittier
* *Open business only*

OPEN BUSINESS

Apologies for Absence

Professor Mouhot is on leave and Professor Dunn has tendered his resignation.

Declarations of Interest

There were no declarations of interest.

405. Minutes of Open Matters of 7th November 2017

The minutes of the Open Business of the meeting held on 7th November 2017 were approved and signed after two corrections.

387. Security incidents will be reported by the Head Porter to the Security Working Group and thence to Council.

388. The plan for the Winter Wonderland event would be circulated to Council (and this had been done).

406. Matters Arising

The Staff "Winter Wonderland" event did not interfere with student Catering or the concert in Chapel and had proceeded well and without incident.

It was agreed that, since items need to be starred in advance of Council meetings, listing "Starring of Items" in the agenda is superfluous.

407. Action List

Council noted that the Adornment Committee had begun a student picture loan scheme and would report to Council. A paper on filming in Chapel had been approved by Council and this would be incorporated into a general paper on filming next term.

408. Minutes of Council Committees:

- a. Council accepted the Minutes of the Chapel Committee of 18th October 2017.
- b. Council accepted the Minutes of the Gardens Committee of 25th October 2017.

409. Oral Reports from College Officers

The First Bursar reported on a request form Kettle's Yard for an art installation to be displayed in the front court of the College on 7th March, 2018. Students will be invited to take part.

Agreed, in principle, to allow Regina José Galindo to install an artwork in the College on 7th March, 2018 as part of the re-opening of Kettle's Yard.

410. Cancer Research Event 2018

Cancer Research UK has asked the College to participate in the Cambridge "Shine" Event in 2018.

To note a proposed Cancer Research UK 2018 event in Cambridge, and for the Domus Bursar to investigate further a proposal for King's College to be a key participant in the event, and to report further details and seek formal approval for such participation as planning matures.

411. King's Voices Tour

An ambitious tour to Iceland has been planned by King's Voices. Council is invited to give permission for the tour to proceed.

Agreed that King's Voices be given permission to tour to Iceland in 2018.

412. Chapel Events

The Dean gives notice of the following events to take place in the Chapel.

Council noted and approved the following events:

Wednesdays: 29 November 2017	1900 – 2000	King's Yoga: Acoustic Chapel Flow
14 March 2018 9 May 2018		Susie Cronin – King's College Yoga Society
		Original Compositions by local

		musician Eduardo Casis Pareja
Tuesday 3 July 2018	1930 – 2230	<p>US Choir rehearsal prior to concert at Ely Cathedral</p> <p>Organiser : Alison Pullen, Concertina Ltd.</p> <p>250 singers, with 54 musicians</p> <p>Conductors: Stephen Cleobury and Craig Jessop</p> <p>An appropriate donation is being made.</p>
Wednesday 11 July 2018	1700 – 1730	<p>Abbey Gate College Chapel Choir singing behind closed doors</p> <p>James Andrews</p> <p>Informal 'behind closed doors' singing in the Chapel</p>
Wednesday 29 August 2018	1730 – 1830	<p>Choral Evensong – Eton Choral Course</p> <p>Timothy Teague – Musical Administrator of the Eton Choral Courses</p> <p>Choir of 70 prospective Cambridge Choral Scholars</p> <p>Music to be arranged in due course.</p>
	1600 – 1700	Rehearsal
Saturday 19 January 2019	2000 – 2130	<p>CUMS Concert</p> <p>Chloe Davidson</p> <p>War Requiem performed by Cambridge University Orchestra (Symphony) College Chapel Choirs</p> <p>Conductor : Graham Ross</p>
Friday 18 January 2019	1930 – 2230	Rehearsal 1
Saturday 19 January 2019	1230 - 1530	Rehearsal 2

413. Photography Requests for Paintings at the Fitzwilliam Museum

A number of the College's most valuable paintings are on loan to the Fitzwilliam Museum. Council is asked whether the Museum may give permission for photographs of them to be reproduced.

Agreed that the Fitzwilliam Museum may give permission for the reproduction of photographs of the paintings on loan to the Museum, provided that they are for scholarly purposes or for exhibition catalogues and not reproduced online. In such cases, the College would not charge a fee but would require a copy of the publication for the library. College permission must be sought for other uses.

414. Chapel Security on Christmas Eve

The Chapel Security Group presented the following proposals for Christmas Eve 2017 and asks Council to endorse them, recognising that the group may need to change plans in the light of intelligence from the Police or a change in the national or regional threat level nearer the time.

Proposals for 2017

1. That there be no access to the main campus of College on 23rd December to anyone other than King's members and staff and BBC personnel.
2. The Chapel and environs to be searched either by our own staff or by the Police on 23rd December.
3. That on the 24th December there should be no entry to people other than King's members except through the main gate.
4. That from 07.00am (precise time to be determined) we will open our front gate to members of the public who wish to attend the service. Rather than queuing as usual they will show ID and then queue for a ticket to be issued to them on which a member of our staff will write their name. People must appear in person to claim a ticket. Once they have a ticket they must leave the premises.
5. That 500 tickets will be thus available. The tickets will all be numbered and refer to a specific seat in Chapel. They will not be easy to forge.
6. That when people return for the service they must show both the ticket and the original ID. They will not be allowed to bring bags into College other than small handbags. They must accept that the College may, on the day itself, decide that it is necessary to search people and bags before allowing entry. This to take place at the main gate – probably under the arch.
7. The other tickets for the service will have been allocated in the normal way. Those who have them should bring ID and expect to show it on entry. All should enter through the main gate. The same rules regarding handbags and willingness to be searched also apply to the ticket holders.
8. That the 'standby' queue will not be allowed to form on the cobbles, but be directed to Claire Gate and limited to 30 people. Those who wish to enter

must show some ID. The rules regarding bags and searching to be as for others.

Council noted and endorsed the proposals put forward here to manage security on Christmas Eve, recognising that the Chapel Security Group may need to develop its plans in the light of a change in the level of national threat or information from the Police. Council recognised that the Chapel Security Group will need to work carefully to communicate these plans to the public and to ensure that embers of College and staff are fully briefed and prepared for this new approach. Council commended the Chapel Security Group for its work on this difficult issue.

415. Restricted Donations

A proposed schedule for the treatment of donations that lead to the establishment of restricted funds is explained and presented. This has been considered and is recommended by the Development Committee and the Finance Committee.

Council agreed to recommend to the Governing Body that the schedule below is used when dealing with substantial donations to the College that lead to the establishment of permanent, restricted funds.

- (a) When Council, or the Governing Body accept a significant donation it will record the nature of that donation; whether it is restricted; and whether it is expendable or should be used to establish a permanent fund.
- (b) Where the fund is restricted, the Council or Governing Body vote will record the nature of the restriction by approving a paper establishing a new fund for the intended purposes or adding the donation to an existing fund.
- (c) The College should be particularly careful about accepting donations that require further expenditure by the College and should normally avoid doing this.
- (d) The Development Office will be responsible for reporting on the use of funds. It will gather information from those responsible for spending from the fund; report to the donors and their representatives and also report annually to Council on the use of funds.
- (e) The Bursary will ensure that each department is aware of the funds available for its use; the restrictions on those funds and the parts of the budget intended to be supported from those funds.
- (f) Expendable restricted funds will be invested until they can be used as intended. Any income will be added to the fund.
- (g) Permanent restricted funds will be invested as part of the endowment. The income will be determined in accordance with the advice of the Investment Committee. Any unspent income will be added to the fund.

- (h) All expenditure from restricted funds will be considered as part of the budget process and income from a restricted fund will often replace College funds to support agreed expenditure.
- (i) In considering how to use the income from permanent restricted funds, the Council and Finance Committee will take account of the purpose of the donation; how it has been secured; and the College's past funding of the area concerned. In appropriate circumstances, the income from the first two years ought to be considered for direct use in the area concerned in a way that immediately reflects the donor's wishes.

416. 1441 Foundation Dinner and Campaign Launch

The date of the 1441 Dinner and Campaign Launch in 2018 were discussed.

Council agreed to move the date of the 1441 Dinner and the Campaign Launch to Founder's Day, 1st December, 2018. The Foundation Dinner will consequently be moved to the previous week.

417. Heritage Lottery Fund Campaign Week December 2017

A request from the Librarian and Head of Visitor Services to support the Heritage Lottery Fund campaign week in December 2017 by allowing access to the College by eligible persons.

Agreed to allow public access into the grounds, Chapel and Library between 14th and 15th December 2017 in support of the Heritage Lottery Fund's campaign, and subject to detailed planning by the Domus Bursar, Head Porter, Head of Visitor Services and Librarian.

418. Visitor Services Department Annual Report

The report describes the work of the Visitor Services Department for the past financial year. It has been a very good year. By manning the gates during the winter months, we have increased the number of paying visitors significantly from 232,749 to 260,061 while improving our management of their visits. Staff have also worked hard to improve the visits and interpret the College to those visitors. The Visitor Centre has also improved its profitability, after taking account of the rent, and increased the number of visitors for whom we can claim Gift Aid.

Council welcomed the excellent performance of the Visitor Department. The Provost would write to congratulate Ms Friswell and her staff.

419. Development Director's Termly Report

The Development Director gave a general description of Development events, activities and fundraising since her last termly report on 13th June, 2017. This included a progress report on the campaign fund-raising so far.

Council thanked the Development Director and her team for their hard work and congratulated them on their success.

420. Any Other Business

None.

The meeting closed at 4.10 pm.

The next meeting of Council will be held on Tuesday, 23rd January, 2018 at 2 pm in the Wine Room.