



Archdiocese of Birmingham Bursar Group Meetings April 2018

17 April 11am – Secondary Central meeting

Venue: Don Bosco House, Coventry Road, Coleshill, B46 3EA
Meeting open to secondary and MAC FD's

19 April 2018 11am – North Diocese Meeting

Venue: St Gregory's Catholic Academy, Spring Garden Rd, Stoke-on-Trent ST3 2QN
Meeting open to primary, secondary and MAC colleagues

25 April 11am – South Diocese Meeting

Venue: St Gregory the Great Catholic School, Cricket Rd, Oxford OX4 3DR
Meeting open to primary, secondary and MAC colleagues

Agenda

1. Welcome, introductions and Opening Prayer – David Carne, Chair

To be said together:

In the name of the Father, and of the son, and of the Holy Spirit, Amen.

Our Father who art in Heaven, Hallowed by thy name,
Thy Kingdom come, thy will be done, On Earth as it is in Heaven
Give us this day our daily bread, and forgive us our trespasses
as we forgive those who have trespassed against us
And lead us not in to temptation, but deliver us from Evil.

In the name of the Father, and of the son, and of the Holy Spirit, Amen.

2. Apologies

3. Minutes and Matters Arising

4. Interactive GDPR Session (30 mins)

5. Diocesan Update (10 mins)

6. Introduction to pro-forms for schools (30 mins)

7. CMP update (30 mins)

a. Collaborative buying strategy service including the spreadsheet

b. GDPR –system and training

c. Financial Software tender results

d. Current tender news –payroll/ legal and Health and Safety

8. Networking / Open Forum for information sharing / questions

The aim is for the meeting to last 1.5 to 2 hours with time afterwards for networking with colleagues.
If you have any issues you want to discuss please email David at d.carne@cardinalgirffin.staffs.sch.uk