



Newton Poppleford Primary School Full Governing Body Meeting

Meeting 9: Part I Minutes						
Date & Time	Tuesday 11 th March 2025 5:30pm		Location	Newton Poppleford Primary School		
Governors Present	Initials		Governors Present	Initials		
Chris Trengove (Chair)	CT	Co-opted Governor	Mary Raffell	MR	Staff Governor	
Rebecca Layman (Vice-Chair)	RL	Co-opted Governor	Rebecca Burdus	RB	Parent Governor	
Ant Pope	AP	Headteacher	Tom Cardy	TC	Parent Governor	
Linda Wright	LW	Co-opted Governor	Paul Steer	PS	Parent Governor	
Caroline Odbert	CO	Co-opted Governor	Guy Frankland	GF	Co-opted Governor	
Nick Rudling	NR	Parent Governor	Gary Oldroyd	GO	Co-opted Governor	

Apologies	Initials	Reason for Absence (Category of Governor)	Absent without Apology	Initials	Category of Governor
Hannah Jones	HJ	LA Governor			
Mary Raffle	MR	Staff Governor			

In Attendance	Initials	Capacity
Penelope Rossetter	PR	Clerk

Minutes to
All Governors
School website
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The meeting opened at 5.30pm

Ref	Action or Decision	Action Owner & Deadline
1.	Purpose of meeting CT outlined the purpose of meeting was to get an update from AP on the finance systems and the budget and to approve the Schools Financial Value Standards Audit and that the Spring 2 Meeting has been moved to the next meeting on 29 th April 2025	
2.	Finance Update AP gave an outline of the finance system. He reported that Bromcom is now being used and fully set up. Sims and SMS will finish on the 31 st March. The admin team are undertaking training. Angela has been working additional hours and some overtime has been approved. AP wished to thank the admin team for all their hard work to set the new system up. The online payments have been challenging and are waiting for Scomis to sort out with an App to take parent payments.	

Full Governing Body Minutes dated 11.03 2025

Signed

Ref	Action or Decision	Action Owner & Deadline
	<p>A draft budget will be presented to the next meeting. This does not need to be approved until 30th June. We have not had budgetary information from LA yet. Our budget is a draft to do some forecasting for now. The next FRS monitor will be from SIMS but after that the information will be from Bromcom. He suggested a meeting to look at the new format. Governors asked AP to thank the team.</p>	
3.	<p>Schools Financial Value Standards Audit</p> <p>AP asked for a proposer and seconder to ratify and approved the document. GO has seen this and governors have received a copy to look at in the file. GO said the report is a tick box exercise to show we cover our financial management and there are no gaps. CT is to sign the document. This meeting is to specifically approve the document for signing and to be sent off to Devon LA.</p> <p>Proposed GO Seconded TC/GF All agreed</p> <p>CT to arrange to sign the document with AP</p> <p>Governors asked about the information from Governor Hub and a specific link to the School Dashboard to compare other schools to us? GO said there is a benchmarking exercise is set to be done in October each year. WE use this to compare our school with other schools similar to ours. We were generally in line with this year's data. The data has to be looked at holistically. This information is shared with the FGB to discuss.</p> <p>The next FGB meeting is set for 29th April. This will be Spring 2 and will include the Draft Budget which could be moved to 3 June if needed.</p>	

The meeting closed at 6.00pm