



Parent Council Meeting Minutes
Including AGM
October 2018

Attendees

Elaine Page (Head Teacher)
 Dominic Kite
 Caroline Milne
 Emily Matheson
 Susan McDonald
 Kev Ritchie
 Gillian Stuart-Murray
 Deborah Reid
 Alyson Sutcliffe

Item	Details	Action
1	Apologies None	
2	Council Elections; a. Chair Dominic Kite was nominated for role of Chairperson by Gillian Stuart – Murray and seconded by Susan McDonald. Vice Chair Kev Ritchie was nominated by Dominic Kite and seconded by Susan McDonald. b. Treasurer Caroline Milne was nominated by Dominic Kite and seconded by Susan McDonald. c. Secretary Gillian Stuart-Murray was nominated by Dominic Kite and seconded by Caroline Milne. All accepted these Roles within the Parent Council. Fundraising Chair Emily Matheson	
3	Minutes from last Meeting No matters arising	
4	Finances Please see attached Finance report	

5	<p>Fundraising update Emily has put out requests for sponsors for the P4-7 Christmas Fayre activities/art work etc, waiting to hear back.</p> <p>15th November is Casual clothes day, the children can wear casual clothes and donate a bottle or chocolates for the Christmas Fayre. Any Alcoholic items should be taken to the office.</p> <p>Letters have gone out to companies for the donation of raffle prizes.</p> <p>Caroline and Susan to shop for the Elf shelf gifts.</p> <p>Please see fundraising report attached.</p>	
6	<p>Playground update and Friendship Stop Discussion took place regarding getting security cameras installed, Mrs Page to find out who we need to approach in the council to discuss this further.</p> <p>Once we have exact measurements of the friendship stop Gillian to ask local companies to help with the financing of the wood.</p> <p>Playground 14 approached us again and we are awaiting funding figures from them.</p>	<p>EP</p> <p>GM</p>
7	<p>Roads Project No update to be had. Dominic's report on this will be available and will be sent out in the next few weeks for parents to see.</p>	
8	<p>AOB</p> <p>Packed Lunches Mrs Page spent a week observing in the lunch hall and tried out various options. Now all children having packed lunches are now sitting at tables. Children who are having school lunches will wait on the benches until a seat at the tables are available, this takes no time at all.</p> <p>Parking Parking around the school is getting worse, Mrs Page to contact the city wardens again.</p> <p>Parent Council Forum Caroline and Susan attended the above meeting ran by Donna Cuthill , These meetings are informative and relevant to PC members , they are held every 3mths.</p> <p>Health Check and Constitution These need to be checked and need updated every 3 years. PC members to do this.</p>	<p>EP</p> <p>PC</p>

	Attainment Figures Attainment figures were submitted and we will have further discussion on how to share these in the future.	
	Date and Time of next meeting 6th Nov 18 6pm	