

## Parent Council Meeting Minutes 10<sup>th</sup> December 2018

**Attendees:** Gordon McIntyre, Dawn Thomson, Melanie Ruxton, Charlotte Goldsmith, Anne Scott, Stuart Lithgow, Andrew Ho, Councillor Mark Brown, Karen Souza, Jennifer Kirk, Elisabeth Winter, Mark Symonds (Road Safety & Active Travel Liaison Office, Edinburgh Council)

**Apologies:** Katie Campbell, Emma McLoughlin, Shabnam Hussein

### Minutes

#### 1. Minutes from previous meeting and actions

Minutes of the previous meeting were approved.

#### 2. Head teacher report - Gordon

Gordon shared his summary report as follows:

- **Staffing:** Mrs Higgins (PE) is leaving and interviews for a replacement are taking place next week. The Early Years Practitioner vacancy is also being progressed. A plan is in place for Mr Clark's departure (brass).
- **Building Works:** Heating is now working throughout the school, the main school roof section is due to complete before the end of this session and the remaining plan is on track.
- **Request from pupil council:** a request for a parent council member to attend the pupil council in January (14<sup>th</sup>) or February (18<sup>th</sup>) at 1.30pm. Charlie volunteered to cover.

#### 3. Update re School Crossing – Mark Symonds (Edinburgh Council)

Mark Symonds attended to update the parent council on our school crossing application.

The proposal currently is to build out the existing bump – building out paving has been helpful at other schools in stopping parents parking. This should be funded in Q2 2019.

Yellow lines will also be extended and agreed that reflective bollards help. Mark suggested a repeat of numerous activities that both the school and parent council have already done – Park Smart, Parent Pledges, Signs on railings (to be confirmed if we can do this), Travel Tracker

Anne to contact Cockenzie Primary PC to find out costs and impact of the bollards they have in place. **Action: AS**

Gordon to issue a further notice with regards to parking given the recent incident whereby an ambulance was unable to quickly access the school. **Action: GM**

Mark can be contacted at [mark.symonds@edinburgh.gov.uk](mailto:mark.symonds@edinburgh.gov.uk)

#### 4. Current Financial Position

##### **Money in:**

- Christmas cards: £1575
- Halloween disco: £72.50
- PC Christmas fair: 3381.57

- P7 Christmas fair: £260.82

**Money out:**

- Football strips: £340
- School banner: £108
- Christmas card invoice: £1046.23
- Classroom funding: £2000

**Current balance:**

- Current balance £8977.73

**5. Requests for Funding**

All requests were approved as follows:

- DVDs of whole school show: £600
- P7 hoodies: £600

**6. Updates from Pupil Council and Community Council**

As per Gordon's update, Charlie will attend the Pupil Council at the start of 2019.

**7. Newsletter Update – Dawn**

Dawn noted a positive response to the recent email with many offers of help and support. All members to email Dawn any items to be included in the next newsletter.

**8. AOB**

- **Parent Council Box:** Emma noted that we need to reference this correctly for parents as the box has changed. Mrs Henderson has updated the signage.
- **Communications:** Gordon to discuss consistency with his team in a bid to help parents capture school updates as concisely as possible. It was acknowledged this can be difficult but seeking to reach a compromise that works for all parties.  
**Action: GM**
- **Lagganlia:** It was requested that information about this comes out asap in the school year to enable parents to plan and organise payments in a way which works for all.

**Dates of Next Meetings:**

4th February

25th March

AGM 27th May