

Parent Council Meeting Minutes 20th February 2020

Attendees: Gordon McIntyre, Stuart Lithgow, Rachel Bottom, Dawn Thomson, Andrew Ho, Sandra Dargie, Kirsty Gallen, Rachel Liddell, Emma McLoughlin, Shabnam Hussain, Anne Scott, Cllr Mark Brown, Alistair Keil, Eric Jackson, Amanda White, Karen Gray, Leann Ramsay, Elisabeth Winter, Heather, Mark Symonds (guest)

Apologies: Neil Gibson, Katie Campbell, Alison Lynas, Charlie Goldsmith

Minutes

1. Minutes from previous meeting and matters arising - Dawn

Minutes of the previous meeting were approved.

2. Head teacher report - Gordon

Gordon shared his summary report as follows:

- **Budget update:**
 - Parents will know from recent press that cuts are going through with considerable impact for school budgets, including nursery provision, music teaching and others.
 - Nursery expansion model going ahead against this backdrop
 - Impacts to be felt from August – the school will manage these as best they can
- **Building work:**
 - Final testing for heating due week beginning 13th March
 - Snagging on window refurbishments being completed

3. Update from RHS cluster meeting

- Each school parent council has a different approach but this was not necessarily a bad thing – each school doing what is best for their school community
- Sense was that the meeting was useful in terms of idea sharing and agreed ongoing dialogue is a useful thing to do

4. School crossing update

Mark Symonds attended on behalf of the council and presented the plans for the raised crossing, improved road markings and increased speed bumps, which will be made public / be available for consultation later in March. Building work is planned for summer 2020 ahead of schools going back in August.

5. Uniform bank

The group asked if there could be a space made available in school for this, the sense being somewhere near the parent council box might work...suggestion of a rail if space allowed. It was agreed that any “past it” items go into the rag bin with all other good quality donations being made available. Gordon to check and advise on suitable space. **Action: GM**

6. Registering as a charity

- The group are keen to progress this as it enables access to additional funding grants for use in school and helps secure a wider range of raffle prizes for school fayres. Many committee members have some experience of this in roles they undertake for other bodies. Kirsty has investigated and advises that once set up, there are some ongoing activities (mostly administrative in nature) including:
 - Annual accounts
 - Constitution (already in place)
 - Trustees (we will need 2-4 volunteers)
- Kirsty to write up a proposal and share

Action: KG

7. Teracycle

- The pupil voice groups have this initiative well in hand with one of the the P7 £100 initiatives to be used for a recycling bin for crisp packets and other recycling initiatives (including pens) also being followed up.

8. Summer Fayre

- Due to be held on 13th June (obviously tbc). Shout out for a coordinator successful and Karen Souza on hand to coordinate with a team of volunteers.

9. Financial update

Money out:

Raffle License renewal £20

School Uniform invoice £21.70

Pupil Voice Funding £1900

Current balance £5550.05

Agreed Funding Allocated £4539.94.

10. Requests for funding

Shabnam wondered if money could be spent on cool boxes to keep milk cool as some children find their milk is warm. It was discussed and found different experiences across school – most classes have this after break but if it's later in the day on occasion, it will be warmer.

11. Pupil / Community Council updates

Eric noted the Maybury consultation outcomes with catchment changes for Craigmount HS, Cramond PS and RHS. Changes are expected from 2022.

12. Newsletter

We still need a volunteer to pull this together. Sandra to do this in the first instance and to shout out via the Facebook page if any support needed.

AOB

- The group bid a fond farewell to Dawn who is stepping down as Chair of the parent council. There were flowers, wine and a few tears along with huge thanks to Dawn who has done a fantastic job over too many years to mention.
- The group also welcome Sandra Dargie who has volunteered to take over as Chair, with formal voting in, at the AGM in May.
- *Post the meeting, Andrew Ho tendered his resignation as treasurer – again, we thank Andrew for his fantastic contribution in keeping our P&L in very good order these last few years. Rachel Liddell has stepped in and will replace Andrew as treasurer in time for the new school year, in August. Formal voting at the AGM.*

Dates of Next Meetings:

27th April 2020, 25th May 2020 (AGM)