

Clermiston Parent Council
Annual General Meeting
13th May 2024

Apologies:

Rachel Liddell, Bryan Mackie, Anne Scott, Marianne Cruickshank, Morag Morrison, Sarah Hall.

Attendees:

Sandra Dargie, Suzanne Gilhooley, Gordon McIntyre, Emma Haxton, Ellen McCrimmon, Euan Hyslop, Karolina Towers, Stuart Lithgow, Fern Findlay-Greene, Angela Millar, Laura Perry, Mandy White, Kirsty Gallen, Emma McLoughlin, Jo Drever, Alison Lynas, Camille Gordon, Karen Souza, Mary Bisset.

Minutes:

Angela Millar and Fern Findlay-Greene

AGM Items

Chairperson and Treasurer reports circulated in advance. There were no comments or questions from PC. Fern will submit end of year report to OSCR as soon as possible.

Alasdair Millar was Independent Examiner May 2024, he confirmed accounts were all in order. Jennifer Inglis- Jones will continue with this role May 2025. In the event Jennifer is unable to continue with this role, Fern has checked OSCR website and anyone can review our accounts as long as they are not a Trustee or involved with the finances or related to anyone associated with either of these roles.

PC Office Bearers: Sandra Dargie to continue in post (Chair) until 2025.

Secretary post has been vacant 1 year. Jo Drever nominated herself for this post.

Treasurer: outgoing Fern Findlay-Greene, incoming Alasdair Millar.

Fern Findlay-Greene to become Fundraising Lead.

Facebook Administrators: Karen Souza and Mandy White.

Future PC membership requirement - Discussion around requirements of membership and voting rights on spending decisions. Multiple addresses on PC distribution list with many not attending meetings (either face to face or on Teams) but are voting on spending decisions. Suggestion by Karen Souza on use of Microsoft Forms before each spending decision with Q1 asking for number of meetings attended in previous 12 months. Vote will not count if none have been attended. Karen to look into this and offer options.

Fond farewell to Alison Lynas who is leaving the PC this year. Sandra expressed her sadness at her leaving but thanked her for her input over the years.

Discussion Papers

Agreed funding updates this year - £1037 on pond relining, school trips £4000 (Gordon McIntyre to provide spreadsheet on breakdown of this by end of term), books for class library £250, seating for outdoor library £294.98.

P7 school ties for RHS and homework bags are ordered. £259.62 and £483 respectively. Anne liaising with school regarding children going to other schools to order their ties.

Gardening update - Mandy White provided an update on gardening activities:

We had a successful family gardening day on 27th April. We were lucky with the weather playing ball and had roughly 9 families taking part in the planting and clearing of the grounds. The school plants seem to be holding up against the squirrels so hopefully if they can hold out one more month they will have a fighting chance through the summer.

Request from a p1 parent asking if the p1 playground could have some input. Karolina Towers expressed concern regarding the roof of one of the shelters and a sharp area of wood on a planter. Gordon Mc Intyre reports these jobs will be identified in the recent ROSPA (?)report. It was suggested we focus on this area on the next gardening day.

The spinning thing in the playground is also on ROSPA report and is awaiting review, it is no longer manufactured and they are looking for ways to fix rather than replace to be more sustainable.

Lagganlia 2024 update - EMF fundraiser: 32 runners taking part, current total raised so far £1080. Sonia Whelan and Sandra Dargie have made contact with a local journalist.

Other fundraisers: p6 parent, Dahlia Sommerville, held a bake sale at Drumbrae Leisure Centre raising £256.

Emma Haxton reports John Watson Trust gave £1200 and Munro Centre £675. P6/7 show raised £731, optional extra payment feature on Parentpay raised £530 and £ 4000 from the Pupil Equity Fund.

A total of £8327 has been raised. This can help 23 identified families with 50% of the total cost of the trip leaving £3200 left which can be given in a rebate to all who have paid (unless any further families come forward).

Futureproofing Lagganlia - could start paying for the trip early. Gordon McIntyre suggested holding Lagganlia later in the p7 year for a longer run up to allow for more time for families to plan their finances. Cost of the trip currently is £450.

Suggestion of a standing donation of £1000/1500 for Lagganlia each year. There is a heavier financial burden on p7 parents.

New after school activity suggestions - We received two after school club activity suggestions; chess club and ski club.

The chess club could be easier to start up, we would require a PC member to lead, a chess teacher which we could source from Edinburgh Chess Academy and a venue to run club from. Previous teachers involved in a chess club at school are Mrs Morris and Mrs Kinnoch.

Ski Club would take place at Hillend. Would require pupils to be of a similar skiing/snowboarding standard and would consist of 10-15 pupils for skiing or 8-10 for snowboarding. Monday-Friday 1630-1800. £6.40 per pupil per class, based on minimum numbers of 10 skiing or 8 snowboarding. Would require an adult to be on-site contact and

help instructors, plus travel. To progress this idea, a lead would be required to poll pupils and gauge interest and individual ability to see if uptake is there. No one at meeting able to offer to lead on this.

Karolina Towers proposed a craft club and bridge club she was willing to lead both. Sandra asked for a brief written proposal and prices from Karolina.

Gordon McIntyre reports a pupil requested a basketball hoop for outside in the playground and put together a presentation to support this. This is being considered.

Boutique and Lost Property

Angela Millar reports this continues to be managed on ad hoc basis by volunteers tidying and sorting through lost property and tidying boutique. Currently don't require any more clothes for Boutique. Suggestion to have Lost Property rails outside during Sports Day to encourage families to claim lost belongings before end of term.

Stuart Lithgow advised the Gala gowns are on their way following the closure of the Gala, they can be placed on Boutique or offered through Facebook page for anyone interested.

Sandra Dargie reports the signage for the boutique has gone missing since the installation of the defibrillator. New signage to be made.

Road Safety Update

Councillor Euan Hyslop updated the group on ongoing efforts to improve road safety around the school. He has submitted a report to the Transport and Environment committee. Any works that are proposed are to be submitted to a city wide programme.

Laura Perry concerned about poor signage at Parkgrove Street.

Sandra Dargie reports she and Anne Scott are going to produce a document regarding road safety around the school for sharing to wider school communities.

Karolina Towers reports concern around the one-way section of Parkgrove Terrace and the lack of compliance of some motorists. Suggestion that parents individually email community police officer to highlight these concerns.

Treasurer role update

Alasdair Millar confirmed as new treasurer.

Current balance £3332.05 with nothing pending.

Agreed spending for 2024/25:

P1 homework bags, P7 ties, coaches for Christmas theatre trip, drummer at Lagganlia and, if enough funds are raised, a contribution to the P7 for Lagganlia trip each year. Majority voted to agree to support this.

School football teams / coaching update

Emma McLoughlin reported issues with coaching and parent volunteers for P4/5/6/7 football. Recent poor weather means many coaching sessions and matches were cancelled. PC funded coach Josh. Emma waiting on PVG checks for a parent helper and is frustrated at the length of time this is taking. Gordon McIntyre reports this is being actioned.

Regular updates

Head Teacher update:

New permanent janitor, Quentin, is in post.

Emma Haxton is to be the new website contact responsible for updating the school website.

There was a visit from the class of 1968 – group of ex-pupils visited the school recently and were given a tour. Gordon McIntyre reports this was enjoyed immensely by all involved.

Wider Achievement programme is designed to celebrate out of school accomplishments.

Parents / pupils encouraged to upload these on to Teams for recognition. Pupils also are given a sticker in school when this is done to highlight participation.

PC reps are required for the P1 parents' induction day on 19/6/24. Names to be passed on to Suzanne Gilhooley.

Suzanne Gilhooley also reports a recent nursery care inspectorate report was extremely favourable, though it has not been released yet.

Karolina Towers suggests an update to the P1 parents pack; she will send suggestions to Sandra.

Fundraising suggestions and plans

Summer disco - Fern Findlay-Greene reports this is on 29/5/24, posters have gone out though Parentpay and adequate volunteers are in place. There will be a chill out room run by Karen Souza again. Fern requests £245 for buying snacks, juice and glow sticks. This was approved.

Community Lottery - Since the launch in Feb/March we have raised £180 so far from this and have had one community winner of £250.

Tea Towel fundraiser - 458 pupils/staff and 48 nursery pupils/staff have completed a self-portrait and orders have already been placed, £900 total so far, which equates to ~£180 in profit for the PC. Fern thanked the staff for all of their help and co-operation with getting the drawings completed on time and a special thanks to Louise Labate who has went above and beyond to support this fundraiser.

Christmas card templates from the same supplier to be sent out in September and to be returned by 11/10/24 for printing. There are new products on offer this year (magnets and Christmas decorations) as well as the usual offering of mugs, coasters, cards and gift tags.

Fern also requested £50 for a filing box for accounts to be stored safely in as we are required to keep accounts for 7 years as part of our charity registration. This was approved.

Rag Bin Clear out on 3/6/24.