

## PTA MINUTES

**Meeting Title:** Meadowburn Primary School PTA Meeting

**Venue:** Microsoft Teams Meeting

**Date:** 10th May 2021

**Time:** 7pm – 8.15pm

**Attendees-** Mrs Doherty, Sam McLean, Claire Hedley, Alyson McDade, Georgia Paterson, Gayle Don, Fiona Walker, Fiona Munro, Gemma Graham, Siobhan Docherty, James Cargill, Sarah McLellan, Kelly MacDonald, Lianne Devine, Lucy Shaw, Pauline Grieve, Susan Philip, Joanna Anders

**Apologies-** Alasdair Crawford Susan Lang, Tracy MacMillan, Grace Mair, Deanna Greaves, Hari Farzin

AGENDA	DISCUSSIONS AND AGREEMENTS	ACTIONS
1. <b>Minutes</b>	Previous minutes and AGM minutes circulated via e-mail and accepted as an accurate record.	<b>Mrs Doherty to upload to school website.</b>
2. <b>Finance</b>	<b>Balance</b> £8995.25	
3. <b>Forthcoming Events</b>	<i>Curtailed due to the ongoing Covid situation.</i> May Disco P7 Leavers Events (Mrs Doherty to clarify position at end of April) Summer Fayre Matchbox Challenge (hopefully Nov 2021) 40 <sup>th</sup> Anniversary of West Highland Way – revisit in 2021	

<p><b>4. Fundraising</b></p>	<p><u><b>Go Fund Me Page</b></u></p>	<p><b>Mrs Doherty advised that the Operation Play Outdoors visit was the highlight of health week. This is the company who supply the loose parts equipment and container discussed at the last meeting.</b></p> <p><b>School are in a position to contribute £2500 towards the purchase and will also pay the £1500 annual fee. This leaves an outstanding balance of £5000 to be paid for by funds raised on Go Fund Me and the remainder by the PTA.</b></p> <p><b>There is an 8 week delivery time on the equipment so it should ideally be ordered as soon as possible.</b></p> <p><b>The Go Fund Me account will be easy to publicise via ParentMail, SeeSaw, Facebook &amp; Twitter and its set up is straight forward. Bank account details are required. The initial target of the fundraising will be £3000.</b></p>
<p><b>5. AOCB</b></p>	<p><b>PTA at present consists of</b></p> <p>Chair – Sam McLean</p> <p>Vice Chair – Claire Hedley</p> <p>Secretary – Gayle Don</p> <p>Treasurer – Fiona Walker</p> <p><u><b>Suggestions from new members</b></u></p> <p>Liaise with other schools for ideas for fundraising</p> <p>Adult events such as quiz, ladies night...a doodle poll could be set up asking for preferences for events</p> <p>Amazon Smile</p>	<p><b>The PTA has a turnover of approximately £11,000 per annum. We are entitled to 6 free lets per year within the school for the purpose of holding a meeting and events held, as long as they are declared as school events, will also be booked on a free let.</b></p> <p><b>Lianne Devine</b></p> <p><b>Fiona Munro</b></p> <p><b>Can raise funds for the school directly from sales on the Amazon site. 0.5% of purchase.</b></p>

Can PTA hold events outwith school building?

**P7 Leavers**

**Murals**

**Outdoor Space** –area surrounding Diane’s tree.

Lianne Devine to investigate further.

**Pauline Grieve**

**From Mrs Doherty**

**Yearbooks are due to be completed and ready for publishing by the end of the week.**

**School have been keen to book some sort of outdoor activities for the P7s. There are 3 separate bubble to cater for and unfortunately almost everything is fully booked.**

**They have a silent disco and another activity booked with Donald MacDonald, a ranger from Mugdock Park to take the P7s on an expedition, a loose parts day booked and plan to contact the Leisuredrome to see if a swimming session would be a possibility.**

**The P7s are having a leavers lunch within the school. PTA have agreed to provide the food from Dominos for this.**

**The PTA are providing Secondary School Ties (£3 per tie), a contribution towards P7 hoodies and the cost of the yearbooks.**

**Mrs Doherty is going to check and ascertain if outside contractors are allowed to come onto the school grounds to carry out work, she will also contact the art students re their availability.**

**Claire Hedley asked if a mural could be painted on the spare parts container – Mrs Doherty to check.**

**Work completed, thank you to Mr & Mrs Hedley. Plaques have to be purchased for the remaining furniture in the playground provided for the school by the PTA.**

**The plaques cost £3-£4 each and the outlay for the cost of these was agreed.**

<b>6. Next meeting Date</b>	Monday 7 <sup>th</sup> June 2021	<b>Microsoft Teams Meeting</b>