

PTA MINUTES

Meeting Title: Meadowburn Primary School PTA Meeting

Venue: Meadowburn Primary School

Date: 17th January 2019

Time: 6.30pm - 8pm

Attendees- Gayle Don, Claire Hedley, Sam McLean, Caron Docherty, Georgia Patterson, Yeager Major, Claire McKeown

Apologies- Fiona Walker, Lyndsey McAlorum, Alyson McDade, Mhairi Colston, Elaine McCauley, Christine Robertson, Fiona Munro,
Yvonne Scott, Deanna Greaves

AGENDA	DISCUSSIONS AND AGREEMENTS	ACTIONS
1. PTA positions	Secretary and Treasurer positions remain vacant.	Georgia will be standing down and imperative treasurer position filled in order for PTA to continue. Following meeting Fiona Walker confirmed she will undertake Treasurers role. To be ratified at next meeting. New member Claire McKeown welcomed to meeting
2. Previous Minutes and actions	Previous minutes circulated via e-mail and accepted as an accurate record at the meeting tonight. Current and historic minutes to be uploaded to the school website.	Minutes up to May 2018 have been uploaded, subsequent minutes will be forwarded to Mrs Doherty to upload
3. Finance	Balance currently £7178.37 Christmas Fayre profit - £1866.34 (increase of £120.96 from 2017) Matchbox challenge raised £1285.66 Asda Tokens - £500 won for payment towards sound	Calendar – some monies still outstanding from advertisers and sponsors – balance to be updated in due course. Cost of production £790 with printing and finishing. Current profit sitting at £437. Georgia to chase up payments outstanding Sam will progress enquiry with Asda re when this payment

	system. Unsure when this will be received.	will be made
4. Forthcoming events	<p>Disco – February disco date 21/02/19</p> <p>Health Week / Adventure Course – week of 15/04/19</p> <p>P7 leavers event – Tuesday 18/06/19</p> <p>Summer fayre – Friday 07/06/19</p>	<p>Mr Hedley able to assist, Yeagar to make facebook contact with parent – Donald Smith who previously expressed interest in assisting DJ role in order to provide resilience. Gayle will restock supplies, Sam to prepare email for volunteers.</p> <p>Mactuff kids provisionally booked for 18/04/19, awaiting notification of confirmation along with cost. Last year cost £475. Georgia will make contact with Andy for fruit as per last year.</p> <p>Mrs Docherty to confirm dates in order. Fiona Walker, Fiona Munro, Christine, Sam and Georgia have experience from 2018 P7 event.</p> <p>All members satisfied that this event essentially raises funds for school. Discussed that Friday evening best option for event. Consideration to be given to what is required. Insufficient time during meeting to discuss thoroughly. Splash Inflatables have provided equipment in past, however sometimes not satisfactory with uplift (P7 event last year) alternative suggestions Gladigators East End, Bricks for Kids, Callum – Sports Squad, Rookie Rock Stars, John Watson – Huntershill – for plant equipment as an alternative to police Sam advising that staffing and vehicle availability for police presently exceedingly demanding.</p>
Fundraising	<p>Matchbox challenge –</p> <p>Ready Steady Read – survey monkey currently out for parents opinion on ready steady read/travelling book fair.</p>	<p>Excellent fundraiser, £1285.66 raised with £60 outlay. To repeat biennially with ready Steady Read</p> <p>Mrs Doherty advises that little preference expressed with parents. Owing to fundraising demands on parents HT</p>

	<p>50 initial respondents.</p> <p>Aviva Fund – To be applied for if possible.</p> <p>Aldi Fund – Already applied for £500 for gym mats and gym equipment.</p> <p>Other fundraising ideas - £1 a day ideas such as crazy hair, dress down etc discussed.</p> <p>Match Funding - Local business that comes in to the area to be approached for match funding e.g. Cala. Discussion also re proposed Cala build on Jelly Hill site and possibly approaching them re funding for improving school pitches.</p> <p>PTA plus magazine</p> <p>Totaliser – Discussed the possibility of something visual in the school foyer to raise awareness of how much the PTA raise for the school and what this is used for. Also discussed posting on social media what recent fundraisers profit is used for e.g. swimming lessons, buses for trips. General feeling is that parents are not aware of what the PTA money is used for.</p>	<p>would prefer emphasis on World book day 07/03/19 with dress up and contribution. Sponsored event to run annually with matchbox challenge and ready steady read alternating each year.</p> <p>Unsuccessful with Aldi application</p> <p>Not discussed at meeting given World Book Day</p> <p>Standard letter to be drafted to approach local business for match funding.</p> <p>Sam advised that Parent Council meeting are to discuss proposals for new pitches at meeting 22/01/19. To update following this.</p> <p>Gymnastics club to be approached for contribution towards new mats if benefitting from use – No update from Mrs Craig re this, Mrs Doherty will progress</p> <p>Insufficient time at meeting to discuss further</p> <p>Further discussion needed re visual display/totaliser in the foyer. Claire and Sam will progress this for open night 28/03/19 and now finances are available update for parents will be provided via parentmail. Discussion around various options, letters home to parents, facebook, twitter took place.</p>
6. AOCB	<p>Trim Trail – Sam having ongoing discussion with the council regarding the responsibility for inspection and</p>	<p>Council advising that progression of works is still awaited from Property Maintenance. Clarification to be sought from Councillor attending at Parent Council meeting</p>

	<p>maintenance. PTA happy to fundraise for repairs needed.</p> <p>Steps – Still need replaced. This is progressing.</p> <p>Young Offenders – Discussion around approaching this organisation to carry out small jobs requiring labour e.g. painting in playground etc.</p> <p>I pod – new I pod or equivalent required for school discos etc.</p> <p>Survey Monkey – discussed that this would be good to go out at the end of the year to get view re the kind of event/fundraising parents want for the coming school year.</p> <p>50th Anniversary – to be discussed at next meeting</p> <p>PVG/Disclosure – PTA to ensure they apply for updating existing PVG or complete a new application</p> <p>Letts - Letts for dates detailed</p> <p>School Requests –</p> <p>Big Topic Funding £50 per class</p> <p>School to advise whether funding for swimming lessons and buses for trips will be required as per previous years.</p>	<p>whether pitch proposals may be hampering this progression.</p> <p>Claire advises that the YO are happy to assist but will need detailed list of what needs to be done and materials to be provided by PTA. Mark out of Daily Mile – funds from Michael Mann donation to PTA nearly £1000 donated in 2017. Painting of fence at school perimeter present suggestions. Mrs Doherty will ensure Miss campbell satisfied with this prior to confirmation.</p> <p>Claire and Georgia will source new Ipod. Funding approved.</p> <p>Still to be completed</p> <p>All members asked to think of suggestions for this event.</p> <p>All PTA members to complete ASAP.</p> <p>Gayle will ensure Letts requested for dates detailed.</p> <p>£650 agreed in principal</p> <p>Members agreed that funding will be provided for buses and swimming should school require it. Mrs Doherty will</p>
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	<p>P7 leavers ties – Sourced from ID dancewear at Huntershill. £3.75 per unit. Baru had quoted lowest price of £4.00.</p>	<p>confirm in due course.</p> <p>Purchase of 100 ties approved from ID Dancewear..</p>
7. Next meeting Date		Next meeting date Thursday 7th March 6.30 – 8