

## **PTA MINUTES**

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

**Venue:** Eagle Lodge

**Date:** 25<sup>th</sup> April 2019

**Time:** 6.30pm - 8pm

**Attendees-** Lyndsey McAlorum, Gayle Don, Sam McLean, Claire Hedley, Mhairi Colston, Fiona Walker, Claire McKeown

**Apologies-** Christine Robertson, Georgia Patterson, Alyson McDade, Deanna Greaves, Fiona Munro

AGENDA	DISCUSSIONS AND AGREEMENTS	ACTIONS
1. PTA positions	No Vacant Positions  Accounts to be Audited by Paul Whittet and then Georgia to hand over to Fiona Walker	Georgia to hand over treasurer accounts etc.
2. Minutes	Previous minutes circulated via e-mail and accepted as an accurate record at the meeting tonight.	Mrs Docherty to upload to school website.
3. Finance	Balance currently £9065.30  £520 to be spent on p6 swimming lessons  £50 still to be paid out for big topic  £50 Deposit to be paid for Alpacas for summer Fair.  £820 collected so far for McTuff. More sponsor money still to come in.	School to be asked what each class spent their big topic money on.
4. Forthcoming events	McTuff was a big success and is booked again for nextyear ? Thursday 30 <sup>th</sup> April 2020 (week following	School to confirm date for McTuff for next year.

	<p>health week).</p> <p><b>P7 Leavers Party– 18<sup>th</sup> June 7-9pm:</b> pupils have voted for a beach theme again. Lots of stuff in the cupboard from last year can be used. Inflatables, possible water fight, slip and slide, Dominoes pizza etc. David Hedley has agreed to DJ and MC the night. Pumps needed to blow up beach balls. Claire H to contact local balloon company. Parent mail and facebook post to go out informing of theme. All present plus Deanna able to help on the night. P7 teachers should also all be present.</p> <p><b>Summer Fair – 7<sup>th</sup> June,</b> Hall let is from 6.30-9.00. Fair to run from 6.30-8.30. Sam unable to be at the summer Fair therefore Claire H to lead on this.</p> <p>Inflatables have been booked and company to man these at extra cost.</p> <p>Bricks for Kids confirmed (drop in sessions in the hall),</p> <p>Sports Squad (Callum) confirmed for sport sessions places can be booked online before the night.</p> <p>Pocket money and sweet stall – Gayle to source stock for these.</p> <p>Face painting – Tracey to be approached to do this. Wrist bands already in the cupboard.</p> <p>Float - Georgia to organise.</p> <p>Raffle – Alyson and Yaeger agreed to start asking for local business donations at last meeting.</p> <p>Hair – Yeager to do on the night if possible. Mhairi also agreed to do nails and tattoos.</p> <p>Ice Cream man booked – 20% of profit to come to PTA.</p> <p>Fire Engine booked. Also discussed possibility of ambulance and police. Also Heavy plant possibly already been approached by Yvonne?</p> <p>Burger van – Claire H to investigate.</p>	<p><b>Fiona W to order inflatables.</b></p> <p><b>Claire H to contact Balloon company.</b></p> <p><b>Claire H to investigate re tarpaulin for slip and slide.</b></p> <p><b>Fiona W to organise invites, juices etc for on the night.</b></p> <p><b>Cupboard to be checked to ensure all beach theme stuff still in working order.</b></p> <p><b>Facebook post to go out re booking spaces for this - Mhairi to do?</b></p> <p><b>Gayle to source stock for pocket money and sweet stall</b></p> <p><b>Fiona to contact Tracey re face painting.</b></p> <p><b>Claire H to find out progress re raffle prizes and disseminate what is still to be done to other PTA members.</b></p> <p><b>Claire to approach ambulance service. Sam to approach Police.</b></p> <p><b>Claire H to try and source burger van</b></p>
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	<p>Tea and coffee and home baking stall to be run.</p> <p>Horses to be invited back again and to ask for a donation from them on the night.</p> <p>Other options of balloon modelling, bottle stall, tin can shots, guess the weight of the cake and other table top games discussed. Agreed that we could run these as long as enough parent helpers to support PTA. These would not be difficult to set up and can easily be dropped if not enough help on the night.</p> <p>Alyson previously suggested a map of the events for the night – to check whether she is still up for creating this.</p>	<p><b>To check re tea/coffee stock?</b></p> <p><b>Sam to contact horse company.</b></p> <p><b>Claire H to speak to Alyson re map.</b></p>
<b>5. Disco</b>	<p><b>Disco</b> – no further discos this term except p7 leavers disco.</p> <p><b>I pod</b> – new one still required. Possibility of old one being sold for funds discussed.</p>	<p><b>Georgia to purchase I pod.</b></p>
<b>6. AOCB</b>	<p><b>Music Quiz Night</b> – Garry Spence from Capital Radio has offered to host a Music Quiz night (his children attend Meadowburn PS). Sam asked that another PTA member look in to this. Date agreed for this is 20<sup>th</sup> September.</p> <p><b>Picnic Benches</b> – Company should now be registered. x4 additional quotes to be given to the school. £1700 for 2 picnic tables, 3 benches and fixing kits. School still to confirm locations for the benches to be fixed. Old tables to be salvaged as much as possible and also to be fixed down. Additional fixing kits for this would be £28 per kit.</p> <p><b>Cala</b> – Application for bursary not successful, possibly due to them contributing to replacement pitches. These will be polymeric type pitches.</p> <p><b>Young offenders</b> – Has been agreed to young offenders carrying out work around the school. Specific jobs still to be agreed upon.</p> <p><b>Trim Trail and steps</b> – Steps are completed and look</p>	<p><b>Venue etc. to be looked at for this event.</b></p> <p><b>Claire H to provide additional quotes.</b></p> <p><b>School to confirm locations for benches etc.</b></p> <p><b>Miss Campbell to agree re work to be undertaken by young offenders.</b></p>

	<p>great. Trim trail inspection report to be chased up.</p> <p><b>P7 Ties</b> – All sorted.</p> <p><b>School Requests</b> – Gym mats and trolley are around £1000. Gymnastics club will not be contributing as they don't use the school mats. After school care also to be approached re possible contribution. Company to be registered for VAT and additional quotes to be provided.</p> <p><b>Health week</b> – Let down by fruit man and Georgia sourced and bought fruit every day which was a huge undertaking. Different solution to be looked at for next year. £50 budget per day for approx 400 pupils (including nursery?).</p> <p><b>Asda Tokens</b> – Thank you letter written from PTA published in the Bishopbriggs Herald. Asda very appreciative and acknowledged we are the first group to thank them.</p>	<p><b>Sam to chase inspection report.</b></p> <p><b>Sam to approach after school care re possible contribution.</b></p> <p><b>Mrs Craig to register company and provide additional quotes.</b></p> <p><b>Claire H to investigate other companies to deliver fruit etc.</b></p>
<b>7. Next meeting Date</b>		<b>Wednesday 15<sup>th</sup> May 6.30 – 8pm at <u>the Eagle Lodge</u></b>