

PTA MINUTES

Meeting Title: Meadowburn Primary School PTA Meeting

Venue: Meadowburn Primary School

Date: 3rd October 2019

Time: 6.30pm - 8pm

Attendees- Sam McLean, Alyson McDade, Gayle Don, Georgia Patterson, Tracey MacMillan, Mrs Doherty

Apologies- Clare McKeown, Mhairi Colston, Fiona Walker, Lisa O'Donnell, Lyndsey McAlorum, Claire Hedley, Ruth Adey

AGENDA	DISCUSSIONS AND AGREEMENTS	ACTIONS
1. Minutes	Previous minutes and AGM minutes circulated via e-mail and accepted as an accurate record.	Mrs Doherty to upload to school website
2. Finance	Balance currently £ 11413.74 Tables and Lighting from quiz night still to be paid. One sponsor and one advertiser from last year's Calendar still to pay. I Pod to be purchased at cost of £289	Georgia and Gayle to continue to chase up re advert money Georgia will do this via easyfundraising
3. Forthcoming Events	Calendar – class photos booked for 9 th October Ready Steady Read – confirmed as week beginning 4 th November by Miss Campbell. Christmas Fayre – Saturday 30 th November 2 – 4pm. Hall let booked from 10am to 6pm. Let booked on Fri 29 th from 6.30 – 8pm for setting up. New Gazebo required for Santa's Grotto – all agreed to this being purchased. Claire H has contacted all previous stall holders and has 5 confirmed for this year.	Sam, Gayle, Georgia & Tracey will assist at school Laura Tobin from Usborne Books will link in with the school directly and sponsor forms to be distributed by school on behalf of PTA Claire H to publish a further Facebook post asking for any interest before opening to the wider community. £15 per table. All PTA members to ask about for interested parties.

	<p>Reindeer Dust...oats & sugar hundreds and thousands only, P7 Elves, Santa Stickers, school class hampers</p> <p>Tables to be ordered for Fayre</p> <p>Letter of explanation for local businesses to secure prizes for PTA Hamper</p> <p>Posters on back of Allen & Harris advertisement</p> <p>Raffle tickets to be printed and distributed for sale prior to event if economical to do so.</p> <p>Discos –Thur 7th Nov Fancy Dress</p> <p>Issues with previous disco included behavioural issues from older children, lack of teacher supervision due to ongoing inspection, children in possession of mobile phones, safety of children within the hall and some trying to exit the school to play outside while the disco was in progress, juice being spilled and the use of approximately 500 plastic cups over the course of the discos. A price increase was also discussed by to stay same at the moment</p>	<p>Parentmail also to be circulated.</p> <p>Mrs Doherty to arrange santa stickers and P7s</p> <p>Sam to collect hamper boxes</p> <p>Georgia to e-mail Cairns & Scott, purchase order to be completed via the school.</p> <p>To be completed by Fiona W</p> <p>Enquiries by Sam</p> <p>Sam to make enquiries with printer on cost of printing</p> <p>Briefing for Volunteer Parent Helpers on what is expected of them and to instruct them to intervene if anything unacceptable is taking place.</p> <p>Advertising of disco to state no phones.</p> <p>Children to bring their own water bottles to make the disco environmentally friendly</p>
<p>4. AOCB</p>	<p>Gym Equipment – Mrs Craig still progressing the purchase of the new mats.</p> <p>Mechanical Lego – PTA wondered if this is still in use/where it is being used. Mrs Doherty confirmed it was used by the infants for story writing and also used by activity clubs. Individual children also use it. No need for any more.</p> <p>Benches – 1 confirmed sponsor for a bench and 1 possible.</p> <p>Playground markings – Claire H has been in touch with Mrs Doherty to have a look at what the children would like</p>	<p>Sam to query possible council bypass of system</p>

	<p>to see in the playground. PTA have offered £1k minimum and the markings will be painted after the pitch upgrade</p> <p>Trim Trail – Still no update from the council re inspection report.</p> <p>Outdoor Space – nothing further has been explored or discussed. Sam spoke about eco bottles as a possibility for the outdoor space. These are plastic bottles filled with small pieces of plastic which are too small normally for recycling and are then made in to eco bricks.</p> <p>Mural – discussed the possibility of a mural being painted on an external wall professionally. Alyson stated that the art school could possibly supply the work as a project.</p> <p>Updates from Claire H</p> <p>Thomas Cook fund – obviously no longer applicable</p> <p>Aviva community fund – Claire has registered for updates.</p> <p>EDC Grant - Application gone into EDC for just under £3k - await outcome - benches, picnic benches and tree bench to replace Diane’s bench</p> <p>Persimmon Homes – Application gone in for £1k grant</p> <p>Easyfundraising – Claire has asked for the link to be published in the school newsletter and also for the PTA spending to be included.</p>	<p>School to discuss if it something they would like to have and what would be acceptable. Alyson to progress enquiry with Art School</p>
<p>5. Next meeting Date</p>		<p>Thursday 14th November Meadowburn Primary</p>

--	--	--