



**Minutes of the St. Mary's Episcopal Primary School Parent Council
Held on Wednesday 30th August 2017 at 7.00pm**

Present: Gemma Beher, Hanneke Booij, Pauline Darnbrough, Fiona English, Fiona Frize, Simon Hunt, Kate Kilpatrick, Jenny Kinvig, Klara Kynaston, Liz Owen, Heather White

Apologies: Alison Sammut, John Ure

Item	Minute	Action
1.	<p>Apologies Apologies were given as above.</p>	
2.	<p>Previous Minutes The minutes of 5th June 2017 were approved.</p>	
3.	<p>Matters Arising Review of any actions</p> <ul style="list-style-type: none"> - Sarah Bird (School Travel Plan Coordinator) no longer works for Stirling Council, however when she visited she gave some advice and guidance for updating the school travel plan, Alison Brown has kindly offered to assist Mrs White with this – Mrs White - As a result of the communication between Alison Brown and local councilors, a meeting will take place between the councilors, representatives from the school, the dentist, the community police officer and the local residents, St. Mary's EPS will host the meeting to discuss potential traffic plans. – Mrs White - Liz has been in touch with Rev. Nick to ask if road safety signs can be purchased, Liz will report back - Liz Owen - ongoing - The Parent Forum were consulted regarding the constitution change and 100% of those that responded agreed with the amendment - Mary will put this onto the website - Mary Toop - Done - The rest of money from the old bank account at the Bank of Scotland will be transferred to the new account held at RBS. – John Ure - Done - Hanneke has started to plan a digital presentation, Mrs White suggested that Hanneke meet with the Pupil Council to help put the presentation together – Hanneke Booij -Done - Fiona is going to compose a letter to go to the parents, she will then speak at the end of term prize giving and then another letter will be circulated in August asking for parents to get involved with the PC. – Fiona Frize – Done Fiona will distribute information about the role of the PC to be shared with parents via PC e-mail. - Mrs White informed the PC that Mrs Reid will be retiring at the end of term, the PC will present her with flowers. – Fiona Frize - Done - Mrs White presented the draft School Improvement Plan, which prompted discussion. The next step is to further expand the details of the priorities and make an action plan in consultation with a parent focus group. – Mrs White - ongoing <p>Kirsty Thomson joined the meeting</p>	<p>Mrs White</p> <p>Liz Owen</p> <p>Mrs White</p>

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4.	<p>Election of Office Bearers</p> <p>Chair of PC – Gemma Beher, Fiona Frize proposed, Hanneke Booij seconded</p> <p>Vice Chair – Fiona Frize – Gemma Beher proposed, Hanneke Booij seconded</p> <p>Treasurer – Alison Brown, Fiona Frize proposed, Liz Owen seconded</p> <p>Secretary - Pauline Darnbrough, Fiona Frize proposed, Gemma Beher seconded</p> <p>Hanneke has agreed to be the link person between the fundraising group and the PC.</p>	
5.	<p>Finance</p> <p>Thanks to the generosity of families and friends and the hard work of the fundraising group, the PC is in a good financial position. Mrs White has ordered 25 ipads but the next major expenditure required will be to replace the interactive white boards, each costing £3,500. There was a brief discussion regarding the benefits of the PC applying for charitable status and the role of PC to lobby Stirling Council regarding the IT strategy.</p> <p>Mary Toop joined the meeting.</p>	
6.	<p>Fundraising</p> <p>The fundraising sub group would welcome new members and Hanneke thanked those that had already offered their support.</p> <p>The Christmas Fair is planned for 2nd December, a coffee morning is in the planning stages.</p> <p>Mr. Hughes was thanked for his participation in the Kilt Walk in aid of St. Mary's, Mrs. White explained that whatever amount is raised by Mr. Hughes will be match funded and so he will receive 140% of monies raised to donate to the school. http://www.thekiltwalk.co.uk/advice/faqs/</p>	
7.	<p>A.O.B</p> <p>A question was asked about how other community groups can access BERT, Mrs White is keen that the facility is utilized by other groups and they should contact Mrs White at the school to discuss the possibility.</p> <p>Parent Network – need to update details.</p> <p>Tartan treasure trail takes place on 8/9/17 between 1pm – 3pm, the school would welcome parent helpers to support this event. A parent offered their business premises if helpful.</p> <p>A question was asked about how the nursery integrates with the school fundraising efforts. Mrs White explained that the nursery is very much part of the fundraising opportunities but equally there is no reason why the children in the nursery couldn't fundraise for items specifically for the benefit of the nursery children. It was suggested that the nursery children could fundraise for dressing up costumes at the tartan toddle.</p> <p>The issue with the School App has been fixed.</p> <p>The Perth Road lollipop lady will be leaving in the next few weeks, she is also the school cleaner and the staff will organize a gift, Liz will organize a gift with other parents and families who use the lollipop lady.</p>	Fiona Frize

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8.	<p>Messy church is taking place on Tuesday 6 September 2017.</p> <p>Thanks to Liz Owen for providing the cheeses and wine for the two meetings.</p> <p>Date of Next Meeting Monday 23 October at 6.30pm. Monday 11 December at 6.30pm</p>	