

Item	Minute	Action
	<ul style="list-style-type: none"> • Mrs Russell will go through using the School App at the next parents' information evening. It was agreed that Mrs Russell will send out a letter asking about parents experience of the school App. • Mrs Russell will find out how much SC give to the PC to cover running costs. – Done - see below • Gemma Beher distributed a Parent Council Health Check questionnaire to members of the PC and will collate the responses. – Gemma has started to collate the information and will report back at the next meeting once she has received all the responses • Fiona Frize and Gemma Beher will produce an information leaflet about the PC. – In progress • Mrs Kinvig will ensure that Mrs Pearson is asked for any suggestions for expenditure before the finance meeting when the priorities for spending are discussed. – Done • Karen Derrington volunteered to speak to nursery parents about suggestions for expenditure and to new parents about the PC. - Done • It was agreed that the staff team will consider their ideas for spending and feed back to the PC, then the PC will e-mail the parents with an updated list. – This item was clarified, and Mrs Russell will action. • Liz Owen will investigate the pros and cons of becoming a charity. -see below • Mrs Smith reported that Dunblane Primary School's PC contacted the school and asked if we would like to host a cluster SPTC training event which the PC agreed to. – Unsure if actioned • Mrs Smith will liaise with Victoria Bruce-Winkler and Miss M Hughes regarding the Christmas cards. – Gemma gave an update regarding the Christmas cards and it was agreed to start the process of designing the cards much earlier in the autumn term • Mrs Russell will conduct a consultation with the staff and pupil council regarding Class Dojo and feed back to the PC. – see below 	<p>Mrs Russell</p> <p>Gemma Beher</p> <p>Gemma Beher & Fiona Frize</p> <p>Mrs Russell</p> <p>Mrs Kinvig</p>
6.	<p>Treasurer's Report</p> <p>The Christmas Fair raised almost £2,000, it was suggested that instead of preparing several cash floats, cashless options could be considered for the fair in the future.</p> <p>It was agreed that when future treasurers take on the role, the outgoing treasurer should as far as possible provide a handover and ensure that the prospective new treasurer becomes a signatory as soon as possible.</p>	
7.	<p>Fundraising Report</p> <p>Thanks to all those who worked so hard to make the Christmas Fair such a success. Mrs Atkinson has been into school to help children write thank you letters to all those that donated raffle prizes.</p> <p>Hanneke Booij announced that she intends to step down as the fundraising co-ordinator with immediate effect, but she is still happy to help the fundraising group. We would like to thank Hanneke for all of her hard work, planning, organisation and dedication over the last three years which has been greatly appreciated.</p>	
8.	<p>Fundraising Suggestions</p> <p>Klara presented the results of her work considering fundraising options, this will prove to be an invaluable tool when planning fundraising events in the future.</p>	

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9.	<p>Pros and Cons of Having Charitable Status Liz presented the results of her work considering the pros and cons of the PC obtaining charitable status and it was agreed not to pursue this at this time.</p>	Fiona Frize
10.	<p>Events Calendar Fiona has developed a calendar detailing events and significant dates for the PC through the academic year. Fiona will e-mail the document and has asked that any additional items be e-mailed to her.</p> <p>Liz Owen left the meeting.</p>	Mrs Russell
11.	<p>SPTC update: Data Protection changes, Child Protection Policy Mrs Russell will send Gemma a child protection policy</p> <p>Data protection laws are changing May 2018. The PC will have to consider the implications of this new legislation. Gemma will check with the ICO concerning the necessity for encryption.</p> <p>Alison Brown left the meeting.</p>	
12.	<p>Outdoor Learning Event With Grounds For Learning Gemma attended and reported back.</p>	
13.	<p>Headteacher's Report Mrs White absence will continue until the end of January and possibly beyond. Mrs Russell will continue as Acting Headteacher but will return to Bridge of Allan Primary School on Tuesdays. Please see attached report.</p>	Staff
14.	<p>A.O.B The school will organise a leaving gift for Rev. Nick.</p>	
15.	<p>Date of Next Meeting Monday 8 January at 6.30pm - finance meeting, discussing the cyclical spend of the PC and reviewing a full treasurers report.</p> <p>Ordinary PC meetings will take place on- Monday 5 February at 6.30pm Monday 23 April at 6.30pm</p>	