



Agenda

Meeting of the St. Mary's Episcopal Primary School Parent Council Wednesday 5th September 2018 at 7.30pm

1. Apologies
2. Agree Previous Minutes - 11/6/18
3. Review Actions
 - There was a request to see the PC balance sheet for 16/17 – **Alison Brown** will request this.
 - The role descriptions need to be attached to the constitution. – **Gemma Beher**
 - We need confirmation, that the PC money has been transferred and the new account is activated. – **Alison Brown**
 - It was suggested that it is also worth investigating bag packing at Morrison's and B&M. – **Karen Derrington**
 - Mrs White gave information about the Rocket Fund, any money raised by the school is match funded by this fund, so funding for interactive white boards could be included as part of the application. It is possible that the money raised by the Kilt Walk could go towards this. Mrs. Smith is taking the lead on this application, **Klara Kynaston** offered to investigate further, and **Liz Owen** said she would assist.
 - Mrs Russell will share the actions from the VSE at the June meeting. - **Mrs. White** will e-mail this to **Pauline Darnbrough** and the document will be attached to the minutes.
 - **Karen Derrington, Alison Brown** and **Liz Owen** will meet to make an application to the landfill money fund. – Ongoing - **Mary Toop** offered to assist with this.
 - Mrs Russell will organise the purchase of the oven and the PC hope to cover the cost. - Ongoing - **Mrs. White** will follow this up.
 - **Klara Kynaston** asked for the updated form to be e-mailed to her so she can add the PC logo. **Pauline Darnbrough** will e-mail the GDPR form to Klara Kynaston.
 - Ask SPTC (Connect) if they provide CP training – **Gemma Beher**
 - A request for a school calendar combining both the PC and school events was agreed. This will be done by the Pupil Council during the first two weeks of the autumn term. – This item will be carried over to the September PC agenda, - **Pauline Darnbrough**, some suggestions of dates to be included were given to Mrs. White to pass onto the new headteacher. **Klara Kynaston** will give fundraising dates to Mrs White to be included in the school calendar.

- The PC agreed the details for repainting the railings outside school and will purchase the paint and necessary items. –

Gemma Beher

- Clarification was asked for regarding the request for money towards the nursery snack. It was suggested that it would be helpful to make it easier to pay for the snack – **Mrs. White** will provide further information.

- **Mrs. White** will re-issue the current balance sheet to Alison Brown.

- **Pauline Darnbrough** will e-mail the Parent Council Funds Protocol document to Mrs. White. Mrs White asked to meet with the treasurer to discuss the document. – **Alison Brown**

- **Liz Owen** and **Kate Kilpatrick** will devise a parental online survey to be conducted next term to further explore some of the main themes that came out of the consultation.

Pauline Darnbrough will e-mail parents asking if there is any interest in the role of the secretary.

4. Election of Office Bearers
5. Headteacher's Report
6. Fundraising Report
7. Treasurer's Report
8. Parent Council Funds Protocol
9. Nursery Request for PC Financial Contribution
10. Music and P.E. Provision
11. Communication Methods
12. A.O.B.
13. Date of Next Meeting