

St Margaret's Primary School Parents Teacher Association

Session 2016 – 2017

Meeting held on Tuesday 6th December

Welcome: **The meeting opened at 7.00pm**

Attended by: Gordon Lawless (GL), Amanda Rennie (AR), Bernie Kelly (BK), Ann Bateman (AB), Alison Mair (AM), Catriona Currie (CC), Sara-Louise Jonson (SLJ), Louise Simpson (LS),

Apologies: Jenna Mathers (JM), Alison Drackford (AD), Jill Dickson (JB), Jonathan Balloch (JB), Lisa Duncan (LD), Stacey McAllister (SMc)

Matters arising and new matters

Welcome

GL opened the meeting as JB was unable to attend

Minutes of last meeting

Minutes of meeting dated 1st November were accepted. Proposed by CC, seconded by AR.

Financial Overview (AD)

There was no financial update available but we know there are were funds raised from the Christmas Fayre (approx. £3000) and the Christmas Cards, Mugs and Bags (approx. £900 so far with more to come from the bags). AD to update at the next meeting.

AB reported that as usual for this time of year there are a number of expenses which are often supported by the PTA. The PTA will discuss but it is likely we will cover the again this year. Items are listed below...

- MM Production - £1200
- Classes - £140
- P1 Santa - £70
- Nursery - £100
- Food for parties (P1 to 7, OAP's & School Helpers - £200
- **TOTAL - £1710**

Activities

Xmas Fayre

The Xmas Fayre was held of 19th November. Another great success. The event was well attended and the PTA raised over £3000 (exact figure to be confirmed in financial report of next meeting). The PTA would like to thank the many helpers who ensured things ran smoothly on the day, helped set up and helper return the school back to normal for the Monday

AB also expressed her thanks to the PTA for another great event.

Xmas Cards

CC reported that orders had been taken from 222 children this year for cards. Christmas cards and mugs have been delivered and we are still awaiting the delivery of the bags for the nursery. CC did say that a few order forms had been missed as they were placed in the new Parent Council pigeon hole instead of the PTA. We will check both pigeon holes in future and AB said she would remind the front desk staff that the PTA and Parent Council have different pigeon holes for mail. CC did not we were able to make a late order for the missing items.

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Bags 2 School

Bags were delivered and collected from the school on 1st December. We felt it was less than the last time. We will see what money is made and re-evaluate if we want to do this again.

Future Activities

Christmas Disco (9th December)

CC reported that organisationally we were in good shape but we did not yet have enough committed helpers to say the Discos can go ahead. We agreed to progress as if it will happen but will put out and appeal for more helpers. We will make a Go / No Go decision on Thursday lunchtime (**NOTE:** at the time of typing these minutes, we got enough helpers and the discos went ahead as planned).

Race Night

Discussions had taken place and it was proposed that we cancel the Race Night event this year. A few reasons are causing this that we can keep in mind for future events. LS reported that the Greenpark centre was not available on the date we wanted. If we are planning to use the Greenpark centre in future, we should set the date early. Secondly, the timing made it difficult to ensure we have prizes and owners for each race / horse for this event. It was too close to Christmas and New Year. All in all, we would rather cancel and prepare properly than go ahead with a poorly organised event.

Family Bingo (no update – to be discussed at next meeting)

AB confirmed that the school feel this is a good idea too. After a review of the calendar, it was felt we should aim this event for Friday 10th March

Easter Disco

The Easter disco is set for 24th March and will be discussed at the next meeting

Newsletter Update (CC)

CC reported the next newsletter will go out in Q1 2017

Social Convenor Updates

LS reported we are ok for event ... except the Race night / Greenpark booking. (see above)

Schools Update

AB did not have anything more to add as a school's update. We have the list of costs for the run up to Christmas and the PTA will discuss and get back to the school.

The MM production show was very good this year. AB again thanked the PTA for supporting this event.

SLJ provided feedback on the progress with the Pupil Council on how to spend the PTA funds on the Playground equipment. SLJ had presented the choices to the Pupil Council. Jan is the next meeting and we hope to have a decision. The Pupils were amazed at the level of funding and are very excited by the project. GL hopes to attend the next meeting.

Correspondence (secretary)

GL confirm he will make Web site update to reflect the current events. There was no update on the new Web Site software.

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AOCB

Gaming License

GL reported that the gaming license was due for early Jan 2017. AD will prepare a cheque and GL will organise payment.

Date of next meeting to be **January 10th at 7pm**

Meeting closed at 7:45pm

Prepared GL 12/12/2016