

St Margaret's Primary School Parents Teacher Association

Session 2016 – 2017

Meeting held on Tuesday 10th January

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

Attended by: Gordon Lawless (GL), Bernie Kelly (BK), Ann Bateman (AB), Louise Simpson (LS), Alison Drackford (AD), Jonathan Balloch (JB), Lisa Duncan (LD)

Apologies: Stacey McAllister (SMc), Amanda Rennie (AR), Catriona Currie (CC), Sara-Louise Jonson (SLJ)

Matters arising and new matters

Welcome

JB welcomed everyone and opened the meeting

Minutes of last meeting

Minutes of meeting dated 6th December were accepted. Proposed by JB, seconded by LS.

Financial Overview (AD)

AD reported that we had raised £126.80 from the Bags to School collection in early December. This was a good amount so we will continue these collection this year. AD is waiting on final totals for the Christmas Cards, Mugs and Nursery Bags etc from CC. We will get these at the next meeting

AB thanked the PTA for the financial support towards the school event during December. AB was concerned about some comments in the email thread regarding the payment and wanted to ensure that the PTA share the importance of this donation and remind everyone that the school could not host many of these events if it was not for the support of the PTA. Things would not be the same if the PTA support was not there at this time of year. PTA will ensure this is known and will highlight regular type of support they provide each year to these valuable events.

AD gave an update on OSCAR. OSCAR is the system where we report our annual accounts to the Council at Sealock House. After a long investigation, it seems we have not been submitting our account properly for the last 4 years. AD took over 3 years ago and had been following the process she was given by the previous secretary. IT seems this was wrong and it has taken 4 years for the council to notice. The good news is that we have all of the details needed in our accounts and AD now has the correct process to follow. It will take some time but she will upload and submit accounts for the previous 4 years to make us compliant with the Council process.

Activities

Bags 2 School

Despite our initial feeling, this was another successful collection raising £126.80. We will therefore continue with these collections this year.

Christmas Disco (9th December)

The Christmas disco went ahead as planned as we received sufficient parent support on the Thursday / Friday of the event. AD felt that taking were down for this disco and it seems to be a trend for the last few discos. AD wondered if we are off with the pricing of some sweets or other sales items? After discussion, we agreed to review the pricing structure and look to increase the

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cost of things like the water and chocolate bars by 10p. This would still leave these items as good value compared to regular shop prices.

Some parents who attended also questioned the appropriateness of some of the music choices made by the DJ. LD reminded us that we had used a playlist for the DJ recently which had worked well so we should do this for every disco.

Future Activities

Family Bingo (10th March ... 6pm to 7:30pm)

LD listed some items we will need. JB will look into getting a bingo machine or possibly an App for the computer. JB will be bingo caller. LD will look at other items needed like bingo books etc. LD asked AB if it is still ok to have a Dress Down day where the kids will dress down if they donate a sweet of some description. These would then be collated as hamper style prizes for the Family Bingo night. AB confirmed this was a good idea and Friday 24th Feb would be the best date for this. CC will be asked to produce a flyer for the dress down day and this event. We need to agree what to charge with the entry fee including the bingo book for the first game. This will be included on the flyer. We will operate a full tuck shop service at this event.

Easter Disco

The Easter disco is set for 24th March. GL to verify the DJ availability and mention the P7 school disco as we do not want a repeat of the payment issue of last year.

Summer Raffle & Bag Packing will be added to the agenda for 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 events

Schools Update

AB did not have anything more to add as a school's update.

SLJ is still progressing the playground developments with the pupil council.

Correspondence (secretary)

GL confirm he will make Web site update to reflect the current events. The new software update is coming soon as GL had been asked to confirm the user ID and password for the new account.

CC had reported that Yellow Moon had been replaced by Baker Ross and there is now no incentive program for groups like ours. GL will remove the Yellow Moon references from our PTA web site.

AOCB

PVG

GL reminded the meeting that when JB steps down, we will need a new owner for the PVG scheme. JB will find out what is involved in such a handover.

Date of next meeting to be **February 7th at 7pm**

Meeting closed at 7:50pm

Prepared GL 12/01/2017

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