

St Margaret's Primary School Parents Teacher Association

Session 2018 – 2019

Meeting Monday 3rd December 2018

Welcome: The meeting opened at 6.30pm

Attended by: Lisa Duncan (LD), Alison Drackford (AD), Yvonne Stewart (YS), Jen MacAlpine (JM), Gordon Lawless (GL), Berny Kelly (BK), Stacey Collier West (SCW), Lee Conway (LC), Catriona Currie (CC), Sara-Lou Johnson (SLJ), Rebecca Lawrie (RL), Jennifer Thomson (JT), Helen Snedden (HS, New Head Teacher)

Apologies: Amanda Rennie (AR), Louise Simpson (LS)

Minutes of last meeting

Minutes of meeting dated 1st October were proposed by YS and seconded by LD

Financial Overview (AD)

AD reported that the funds had been boosted by the recent PTA events. Current balance is £10,615.69. Recent account activity is as follows...

- Income – Christmas Fayre raised £3649.49
- Income – Halloween Disco raised £303.00
- Income – Bags2School raised £58.00
- Income – A donation of £20 from a happy raffle winner
- Expenditure – support for the school M&M Panto £1558.00
- Expenditure – Support for Visualisers for each class £1386.00

AD noted that we are expecting income from the Christmas Cards to arrive soon.

Club Draw

The club draw was made for December and January (as there is no PTA meeting in January). YS noted that December Christmas draw has double prize money.

Results are...

(numbers are accurate ... but apologies if any of the names are not spelt correctly)

Prize winners...	1st = £40 2nd = £20 3rd = £20
December –	1 st prize ... 28 – Lorna Belton
	2 nd prize ... 19 – Jody Soyke
	3 rd prize ... 54 – Catrina Heenan

Prize winners...	1st = £20 2nd = £10 3rd = £10
January –	1 st prize ... 28 – Lorna Belton
	2 nd prize ... 18 – Yvonne Stuart
	3 rd prize ... 43 – Lee Conway

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Activities

- Bags2School Collection – (23rd October)
 - YS reported the pick up went smoothly and we raised £58
- Halloween Disco – 2nd November
 - Number seemed to be down on usual attendance, but a good night was had by all that attended. We raised £303 from the Halloween disco.
- Christmas Cards
 - YS reported that all the orders had been delivered at the Parents night. We will shortly receive the funds we have raised from this activity.
- Christmas Fayre
 - LD reported another very successful year. Yet again we exceeded the total raise from the previous year having raised a massive £3649.49.
 - LD gave a special mention to all of the pupil helper as the stalls they were running made an increased profit this year ... well done to the helpers.
 - SCW asked we minute a massive thank you from the School and the Leadership Team for all of the efforts of the PTA to prepare and host another fantastic Christmas Fayre, raising another amazing total. Thanks you to all.

Future Activities

- Christmas Disco
 - YS reported the helper list was coming together and she would ask for more helper if required
 - GL reported the DJ had confirmed ... we did have a discussion on the volume level being high at the Halloween disco. LD felt it was the kids asking and encouraging the increase. We will be aware and ask to control the volume if we feel it is getting too loud.
 - GL reported that he can to the stock take and booker run
 - LD asked the PTA member try and make Parent helpers feel welcome and valued their help is invaluable to help us run these events. All agreed.
- Smartie Tube fund raiser
 - YS stated she would share the costs and projection of funds raised with the PTA so we can consider this for December / January time frame

Newsletter Update (CC)

YS is gathering information, but we agreed to publish in January. SCW felt this was a great opportunity to share the newsletter via the PSA (Primary School App) which will be rolled out at the start of the year.

Social Convenor Updates

- LS will confirm the Christmas Disco booking.
- LD stated that we need a booking for a joint Parent Council and PTA meeting at the start of Feb (Monday 4th Feb).
- LD also suggested a Coordination meeting the week before with the new head teacher who will have started in January. HS felt it was a good idea.

Schools Update

- SCW asked the PTA for some help with the coordination and planning of the P7 Leavers dance. Parent have taken ownership and are making plans for the event so the school is trying to stay detached from plans but has a concern that some parents may be missed

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- from discussions and the opportunity for input. AD from the PTA has been involved in plans and will help ensure all parents are involved. The PTA also confirmed any support in costs and photocopying of letter to P7 parents and to the costs of Year books
- SCW shared a request from the music department for assistance to buy 5 new Glockenspiels for the school. Cost are around £100 each. The PTA will consider the request
 - BK shared details of a quote for the Projector and Screen for the large hall. The costs would be £4251 plus £850 vat. LD asked if the quote was direct from a supplier or via the Falkirk Council procurement team. BK reported this was direct from a supplier. HS asked if it was worth getting a second quote to ensure we have a competitive price. BK agreed to source a second quote. The PTA agreed in principle to this purchase but are keen to see the second quote before making the purchase

Correspondence (secretary)

- GL reported that he would spend some time making update to the web site based on the recent activities
- GL also thanked the school (Ashley Johnson) for the support in tidying up the web site areas that he could not access

AOCB

As we were due to attend the Parent Council discussion on budget cuts, we had no time for AOB

Date of next meeting – Monday 4th February Start at 7pm.

Meeting was closed at 7:00pm