MINUTES of the meeting of the Walker Road Primary School Parent Council

on Tuesday 10th March 2015 at 6pm.

Present

Lesley-Anne Yeats, Christopher Wright, Kath McGee, Kathleen Mulloy, Audrey Nagamura, Emma Wrigley, Jill Merchant (Head Teacher), Kate Tees, Sarah Gerrard, Jennifer Barrie

1. Apologies

Michelle Burnett, Emily Storey, Gill Graham, Lesley Anne Munro, Karen Simpson

1. Minutes of last meeting

* confirmed by CW and seconded by LAY

3. Parent Council General Update

* + **Constitution**

CW reviewed and will be distributed to all members to review and confirm at next meeting

* CW invited Yvonne Allan to this PC Meeting but no response
* **Complaints Procedure**

PC/PTA Complaints procedure has been published on school blog

**PC/PTA Members Behaviours/Expectations**

LAY will draft a code of conduct for PC/PTA members

**PVG’s/First Aiders**

PVG forms to be completed by Friday 20th March 2015

SG and EW completed First Aider Course and are now qualified

4. Headteacher’s report

* Big Noise Torry
* Observing P1’s in 2 classes after Easter break
* June 29th Official Launch with concert at Tullos Field
* School Dinners
* trial for accord card payments goes live on Monday 16th March
* Office
  + Snagging to be completed and heating installed
* **HMIE** 
  + In school Wed/Thurs 18-19th March for midway inspection, request parents to meet them at 2pm on Wed 18th @ 2pm

5. Projected Outlays / Financials

* Balance in Account
* Balance in Account is £7112.36
* £100 granted from Torry Community Council
* **Valentine Disco Sales**
* Profit of £562.66, all costings provided separately
* **Upcoming Commitments**
* Pay £1000 to P7's for hoodies and prom proposed by LAY seconded by CW.
* The amount paid to P7s for hoodies and prom is not set at £1000 and must be reviewed and agreed each year.
* Agreed to set up £100 petty cash for PTA. SG is treasurer, receipts must be kept and a receipt book for cash paid out so there is a full audit trail.

6. Planned Events

* PTA proposed the following events:-
* Prize Bingo Night on 26th March 2015 from 6.15-8.30pm
* Xmas Fayre on 29th Nov 2015, let and tables applied for
* Shorts n Shades 25th June 2015
* P7 Prom 2nd July 2015
* Event for Nursery?
* International Day?

7. Traffic Issues and Safe Route to School

* Car Park is closed from 8.30am til after 9am
* No update on Park and Stride
* JM to speak to Lollipop ladies June and Fiona to issue house points for pupils who cross with them
* There is no safe route to school from St.Fitticks/Nigg side of the school zone, JM to provide contact name at Aberdeen City Council for PC to raise thi issue.

7. Update from Torry Community Council

* No new updates

8. Any Other Competent Business

* School Overcrowding
  + PC Members requested to form an opinion on how to deal with overcrowding for discussion at next meeting

9 Date of next meeting

Tuesday 31st March 2015 @ 6pm (aiming to finish by 7.30pm)