**Westquarter Primary School Parent Council Meeting Minutes**

**29th August 2023– Westquarter Primary School AGM**

**Attendees**

Donna Miller (Treasurer), Carlann Houghton (chair), Laura Eckles (Secretary), Lynsey Pollock, Nicola McAlpine (DHT), Laura Hamilton, Emma Deveney, Fiona Morrison, Jill Dickson, Elaine Ramsay (Headteacher), Denise Marshall, Camille Bromont, Rohanna Allardice, Gillian Scott,

**Apologies**

Cheryl Butler

Kelly Cowan

Keller McNab

**Agenda**

* AGM
* Treasurer Report
* Next meeting

**AGM**

*Chair*

Carlann would like to stand down due to personal circumstance, she has enjoyed her time as chair.

Emma has offered to take chair if everyone agrees – all agreed

*Vice-Chair*

Kelly is happy to step down as vice chair and was not present to vote

Lynsey was recommended as vice chair and has agreed to be put forward – all agreed

*Treasurer*

Donna has offered to continue with the logistics of treasurer, however would need to take a step back from duties undertaken in recent years – all agree

*Secretary*

Laura is happy to continue in this role – all agree

*Communications*

Fiona Morrison will continue in this role – all agree

**Summary of Finances**

£6954.54 in the bank

From:

Dress Down

Disco

School Fayre

Guess the Name

Paid for:

Outdoor equipment

Panto

Bus for P7’s

Contribution toward P7 Hoodies

Paypal payments get paid straight into the account – although there is a fee, it is felt that an online option is required

Dress Down – a lump sum payment option to be communicated with families in next communication

Potential Disco date 2nd November

**Date of Next Meeting:**

Wednesday 27th September 2023 – 6.30pm