

Botriphnie Primary School Parent Council Meeting

Minutes of the Meeting held on Thursday 16th April 2026 at 6pm

Present: Ros Harris, Sammy Stewart, Jenny Bowler, Mel Irvine, Kelly Gordon, Stacey Chalmers, Mary Stewart, Fiona Gordon-Duff

1. Apologies

Karlyn Wilson, Jemima Gordon-Duff, Sarah Johnston

2. Previous Minutes

Approved by Jenny and seconded by Kelly

3. Matters arising

150th Timeline could go into the Kirk if Hall not possible - Mel to message Diane.

4. School Updates

Football goals being delivered tonight.

Big Breakfast to be on same day and included into Fishing Trip Day (30th May 10-12) - Fi to message Loch Park to confirm.

Cinema booked for the Monday 29th June for whole school - packed lunches.

Christine is returning to Lhanbryde PS and the job has been readvertised with positive responses so far.

4 P1s enrolled for next year.

Racheal's request - we came up with ideas for the Learning for Sustainability ThingLink.

5. Coffee Morning - Saturday 13th June 2026 10am-12pm in Drummuir Hall

Entry charge - £3

Actions:

Lucky Square prize - will pick out two best prizes from the raffle for this?

Raffle prizes - Walkers (bag of goodies), LHS, Keith Deli, Ivy & Bloom (voucher), Shears, Keith Brewery, Keith Pet Shop, Keith Builders, Boogie Woogie, IG Thompson, Rohill Springs, Maisie Moo Candles, Grampian Cladding, Drummuir Estate,

To be asked: Aberdeen Science Centre, Trampoline Park Inverurie, Sidings Cafe, RZS Highland Park, Tesco, Loch Park, GA Keith, Larder in Huntly, Greenhaughs Pizza, JE Cleaners

Bottle and Sweetie Combined Stall goodies - ask donations from parents - WhatsApp request - Ros

Set up team - Karlyn, Mel, Ros, Jenny(?) so far

Tidy up team - Mel, Ros so far

Posters - school to create and distribute

Flyers - school to create A5 flyers to distribute

Facebook post - Ros

Table decor - Jo to do flowers, need more glass jars.

Table cloths - Fiona

Butteries/pancakes - to ask Neil Donald - Fiona

Biscuits - to ask Tesco - Mel

Tea/coffee/juice/sugar/milk/jam/butter- to ask from Tesco, PC will buy the extra - Mel/Sammy

Gluten free - pancakes, shortbread - Sammy

Napkins - Mary to check and organise

Entry table -

Bottle/sweetie stall - Kelly

Raffle stall - Mary

Lucky square stall -

Kitchen duty -

Service duty -

Floats - Sammy

Ros to do WhatsApp Poll for helpers and roles

6. Tesco Funding

Completion report is due 01/08/2026 to receive the final 25% of the grant award.

The report needs:

- Update on how the grant was spent and your experience of Tesco Stronger Starts
- Case study quote
- Information about the grant beneficiaries
- Photographs for evidence
- Invoices for singular items totalling £500+

Initial proposal was:

Replacing and upgrading equipment £300

Ingredients and food items £300

Seeds, soils and planters for kitchen gardening £200

School to follow up and update PC on where we are needed.

7. Reading Shed

Quotes being obtained by Mary. 3x3 pent roof, with benches. Parent council are donating £1000 towards. Funding coming from Hill of Towie. School will provide books supported by Parent Council. Rough ETA is August 2026.

8. AOCB

Accounts to date: £4577.43

T-shirts - will get some more made up using the transfers ready for Sports Day. These need to be retained by the school and not for keeps.

Sports Day - Mary to put email out as we think we can cut the cost of the bus transport by having parent volunteer drivers with parental permissions.

This was Kelly's last Parent Council meeting. Massive thanks to her for all her support over the years including her role as Chair for a while.

Dates for the Diary

Coffee Morning - Saturday 13th June 2026 10am-12pm in Drummuir Hall

Sports Day - Thursday 4th June 2026 1:30pm at Newmill

9. Next Meeting

Thursday 27th August 2026 - 6pm

Committee Members to meet with School in June for Tesco Report

Meeting closed by Mel 7:15pm