

**Balbeggie Primary School**  
**School Fund Committee Meeting**  
**December 2024**

**Attending**

Vicky Donaldson Head teacher – Chairperson

Debbie Hamilton Principal teacher - Treasurer

Jennifer Macfarlane School Support Assistant – Committee Member

Lauren Brown Early Childhood Practitioner – Committee Member

**Item 1**

**Arrangements**

-School Fund Constitution – all agreed that this meets school needs. Team agreed to meet quarterly, and Mrs Hamilton can upload information on to the website for parents.

-Staff have signed the declaration and the constitution.

-Reminder for staff that grant applications need to go through PKC Finance for approval.

**Item 2**

**Spend**

-The school fund currently stands at £2839.42

-Recent spend of £300 for playground emotionworks cogs (previous Moncrieff Grant).

-This session Moncrieff fund has been awarded at £1500 – this will be used for outdoor play resources. The Pupil Council are helping with ideas.

-School need lap-tops to support learning and these will be around £500 each. Mrs Hamilton to cost these and order.

-Nursery need a new kitchen – we can purchase this from school fund at a cost of £140.

-Mrs MacFarlane will speak to Finance Officer about Aquarium deficit and Willowgate payment.

-Mrs Hamilton to look at example of the 5-Minute Numeracy resources to consider purchase.

***Date of next Meeting – Friday 7<sup>th</sup> February 2025 at 10am***