**MINUTES OF THE PARENT COUNCIL ANNUAL GENERAL MEETING HELD AT MONCREIFFE PRIMARY SCHOOL ON MONDAY, SEPTEMBER 2, 2013**

**PRESENT**

 Hannah Blair, Barbara Boyd, Iain Collin, Adele Evans, Heather Ferguson, Kate Marshall, Nicola Murray, Kirsty Stewart, Sue Terras, Kevin Wilkie.

**WELCOME**

 Chair Kate Marshall (KM) opened the meeting and indicated apologies for absence had been received from Sonia Hamilton (SH) and Ali Karley (AK).

**MINUTES OF LAST MEETING**

 The minutes from the last meeting were approved unanimously.

**TREASURER’S REPORT**

 In the absence of AK, KM informed the meeting that the Parent Council’s (PC’s) annual accounts had been formally checked and signed off and an application made to Perth and Kinross Council (PKC) for funds for the current school year.

**ELECTION OF PC MEMBERS**

 KM passed on her thanks to SH and Sue Terras who had indicated their intention to stand down from the PC. It was confirmed that, where necessary, the other members were willing to stand down but be re-elected, which was duly formalised.

 Further, KM was re-elected as chair/co-ordinator, Adele Evans (AE) as her deputy, AK as treasurer and Iain Collin (IC) as secretary. Also, Hannah Blair (HB), as the new Friends of Moncreiffe (FrOM) chair, would represent FrOM on the PC. It was decided that the two staff representatives would remain as Heather Ferguson (HF) and Kirsty Stewart (KS).

**CHANGES TO THE PARENT COUNCIL CONSTITUTION**

 KM told the meeting that having reviewed the PC constitution it was thought it could benefit from some changes. These would have to be ratified by the Parent Forum.

**DATE OF NEXT MEETING**

 It was decided that the next AGM should be held at the same time next year on a date still to be decided.