**Portmoak Primary School**

**School Fund Committee**

**Meeting – Thursday 1st February 2024**

MINUTES

Present: Chairman, Secretary, Treasurer, Staff Representative

1. General reserve is healthy (item 1)
2. Stage Curtain (item 4). Quotes awaited. ACTION – Treasurer to chase.
3. As before Educational Trust Award (item 5) this was a refund from Arts Alive workshop from 2022. To be used for panto bus next time we go to visiting panto.
4. As before Ipads (item 6) this was a donation from Calnex – most of it has been used for iPad purchases. The remainder is to be used for iPad repairs.
5. Highland Show (Item 8) cost of tickets to teacher was actually £51.05. Agreed to transfer £11.05 from Gen Reserves. Approved by email with all committee members.
6. Trim trail (item 9) this money has all come from Parent Council for trim trail repairs. Both Playdale invoices paid, awaiting invoice from Kinross Wooden Products for their labour to install the posts required. £274.35 available for this – quote is around the £200 mark. ACTION – Treasurer to chase Kinross Wooden Products invoice.
7. Playground (item 10) money from Parent Council for playground markings – to be paid to MacNabs for work to be done by them for hopscotch, caterpillar, 100 square. £1,969 to cover the full cost of the invoice.
8. Ardroy 24 (item 11) deposits and balances not yet paid out. £2,948 credit to pay provider. ACTION - Treasurer to pay deposit which is now due.
9. Fir Park (item 15) is money collected from children so far. Invoice for hire of Fir Park paid. Credit of £168 to cover minibus fuel.
10. P7 Activity days (item 16) is money collected of deposits and balances not yet paid out. Credit of £2,868 to pay providers and coach hire.
11. Leavers Hoody (item 17) £71 credit – to be paid in full to uniform supplier. ACTION – Treasurer to pay final balance.
12. Sea World (item 18) £280 credit – to be paid to supplier and coach company.
13. Glenshee (item 19) £2,821 credit – to be paid to suppliers and coach company.
14. Falkland Palace (item 20) £380 credit – funds collected so far, to be paid to supplier and coach company.
15. Panto Tix (item 21) £973.50 credit – proceeds from panto. Ordered 2 new boards – payment to be made - one arrived damage and is being collected. Casters ordered, boards will be far more moveable. 12 x Glockenspiels ordered and received – payment to be made.
16. Great Grumpy Gaboon concert (item 22) £105 credit – funds collected so far, to be paid to coach company.