**Minute of School Fund Group**

**25 April 2019**

**Present**: Colleen MacGregor, Sheila Hanlin, Jocelyn McGregor (Treasurer), Nikki Drew (Chair), Melanie Sinclair (DHT/Secretary)

**Agenda**

1. Approval of minutes from previous meeting
2. School Fund Balance and movement of funds
3. Financial Statement
4. Auditor’s suggested changes to constitution
5. TR2 Snack Pot – fundraising?
6. Tesco Grant Funds
7. Community Investment Funds
8. Funding of School Trips

AOCB

Date of next meeting

**Minute**

1. **Approve minutes of Previous Meeting**

Approved

1. **Financial Statement**

General Reserve has a balance of £917.05. Jocelyn McGregor detailed the amounts in each individual ‘pot’ of money.

1. **School Fund - movement of funds**

TR2 Fundraising balance of £29.60 to be transferred to TR2 Snack (£12.88)to cover this deficit and to leave a balance of £16.72.

1. **Auditor’s suggested changes to constitution**

Suggested change of removal of word staff from Paragraph 1 accepted. Suggested change to reduce Chairperson’s authorisation limit from £300 to £150 was rejected as this would prove impractical as committee would need to meet to approve large number of day to day purchases.

It was agreed to adopt the standard sentence to go in each Newsletter detailing where School Fund Information can be found (school website).

1. **TR2 Snack Pot – Fundraising?**

Melanie Sinclair to speak with TR2 staff about raising of funds.

1. **Tesco Grant Funds**

Staff will be consulted about the remaining spend of approx. £1000. It is likely this will be used to fund an I-Pad and two laptops and several mouses and pads.

1. **Community Investment Funds**

Ten laptops are to be ordered.

1. **Funding of School Trips**

The cost of school trips is increasing, however all of the committee agreed that we do not want to raise the cost of trips to parents. Within the school it can be evidenced that many children do not have access to this type of activity at home. It is known that accessing historical sites, local geography, scientific centres and travelling within Scotland is beneficial to children’s education, and particularly to those for whom poverty reduces these opportunities at home. Therefore it was agreed that the maximum cost to parents would be £5 per child per trip and that any shortfall would be met from the Pupil Equity Fund. Should it be necessary to further supplement this, funds from School Fund will be allocated and £1000 has been set aside for this eventuality.

**AOCB**

None

**Date of next meeting**

Friday 7th June 12.20pm