**Minute of School Fund Group**

**31st October 2019**

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

**Agenda**

1. Approval of previous meetings minutes.
2. Financial statement
3. Budget for TR1/TR2 and Nurture
4. Transfers of funds
5. Dress down day 13th November
6. AOCB
7. Date of next meeting

**Minute**

1. **Approve minutes of Previous Meeting**

Approved

1. **Financial Statement**

General Reserves is sitting at £214.56. When funds from Sponsored Walk/MacMillan Mile and Bake Sale are added this will be £1476.84.

1. **Budget for Garden Room, TR1, TR2**

At the last meeting it was agreed to allocate £50 per session per class (10 classes- £500) for cookery and related activities in the HWB Curriculum and to request this from Parent Council (SOC). ND to action at Nov 12th 2019 meeting with SOC.

Garden Room was allocated £200, TR1 and TR2 £100 each at the last meeting. For the next meeting JM to bring the figure spent last session in TR1/TR2/Garden room on snack/cooking and this will help us to allocate/discuss for next term and next session.

1. **Transfer of Funds**

The Sponsored Walk/MacMillan Mile and Bake Sale raised £2524.57. This will now be split evenly between MacMillan and School funds. JM to transfer £1262.28 to general reserves. The cheque for MacMillan will be sent.

It was agreed at this meeting to transfer £400 from General Reserves to help fund school trips.

It was agreed to use the remainder of the Community Investment Fund monies (£111.70) to buy headphones and microphone.

N Drew to approach Parent Council (SOC) to request £100 donation for drinks and snacks for parties.

It was agreed to transfer £100 from General Reserves to fund Christmas Parties (P1-3 gifts and any shortfall for food). It was also agreed to transfer £50 (£5 per class) for prizes for parties.

1. **Dress Down Day 13th November**

To be set up on ParentPay £1 per child/£3 max per family.

**AOCB**

Nativity – if there is a fee to be paid this will come from school fund

**Date of next meeting**

**Tuesday 3rd December 2019 12.20pm**