# **Perth & Kinross Council**

# **Glenlyon Primary School**

# **Finance Meeting Agenda and Briefing Notes**

# **Date: 12th January 2023**

Attendance: Richard Brocklehurst (RB), Theola Muller (TM)

Apologies: Naomi Billimore (NB)

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| Agenda Point | Discussion Notes | Actions to Be Taken  | Person Responsible | Agreed Timescale |
| **DSM** | * DSM total stands at c/ £
* This will be confirmed and discussed at next staff meeting.
 | * Copies available from office on request once this task is completed.
 | RB / TM | 4 weeks |
| **School Fund** | * Current balance of approx. £2,720.81.
* Currently no major spends in plan for this.
* Suggestions for other fundraising activities or grants to be applied for and monies to be spent to be raised at next staff meeting.
 | * To be discussed and agreed with NB following meeting.
 | All Staff | 2 week |
| **PEF** | * PEF going forward is approx. £1,851.
* Staffing for interventions planned for Jan/Feb.
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| **Copies of PKC and School Budget / School Fund balances are available from School Office. Copies of these minutes will be posted on the Glenlyon website.** |
| **A.O.C.B.** | N/A |