# **Perth & Kinross Council**

# **Glenlyon Primary School**

# **Finance Meeting Agenda and Briefing Notes**

# **Date: 10th September 2024**

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

Apologies: Naomi Billimore (NB)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agenda Point | Discussion Notes | Actions to Be Taken | Person Responsible | Agreed Timescale |
| **DSM** | * DSM total stands at c/ £8,000 * This will be confirmed and discussed at next staff meeting. | * Copies available from office on request. | RB / TM | NA |
| **School Fund** | * Current balance of approx. £2,891 * Spending Plan discussion to be held at next meeting | * To be discussed and agreed with NB following meeting.   To be discussed at Parent Council on Thursday 14th Nov. | All Staff | 2 week |
| **PEF** | * PEF going forward is c/ £1,200. * Initial cost planned for Lexia. | RB to liaise with Lexia on full costings and credit card payment through finance | RB | End of term. |
| **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 | | | |