

RUTHVENFIELD SCHOOL FUND COMMITTEE

MINUTES OF MEETING

held on Wednesday 25th January 2023

Present: Mrs Sarah Burke – Chairperson/Head Teacher
Miss Mabel Duncan – Treasurer
Mrs Gill Scrimgeour – Committee Member/Principal Teacher
Mrs Claire Simpson – Committee Member

1. Apologies:-
N/A

2. Approval of Minutes of Meeting on 25th January 2023
The Minutes of the previous School Fund Meeting were approved.

3. 2021/2022 School Fund Package

The 2021/22 year ended with £35.68 in General Fund (Bank £31.07, Cash £4.61). This Fund is due to be examined shortly, all members went over the documentation to ensure it was in order.

4. 2022/23 School Fund Package – Constitution and Committee Declaration Forms to be signed by Committee.

5. 2022/23 School Fund Package as at 25th January 2023

Balance @ 25/01/23 is £1,090.69 - (Bank £1086.08, Cash £4.61)

See attached summary and notes below:

General Funds (1) - £397.22

£650 to be paid in to the account by Parent Council to cover EducationCity Subscription

Restricted Funds (2) - £527.55

Funds From Poppy Scotland Appeal (to be transferred to Poppy Scotland), Curling's Cool On-Ice Sessions, Outdoor Classroom etc.

School Uniform (3) - £94.55

Miss Duncan will look at the uniform stock levels.

6. Accounting Adjustments to 2022-23 School Fund Package

The following adjustments were agreed at the meeting:-

No adjustments currently necessary

7. Plans for This Session

- Summer Fete to raise funds for the school

8. Date of Next Meeting:-
TBD

DRAFT