

RUTHVENFIELD SCHOOL FUND COMMITTEE

MINUTES OF MEETING- Held on 14th December 2023

Present: Mrs. Sarah Burke – Chairperson/Head Teacher

Mrs. Vaishnavi Prabakaran -Treasurer

Mrs. Gill Scrimgeour – Committee Member / Principal Teacher

1. Apologies:

N/A

2. Approval of Minutes of Meeting on 14th December 2023

The Minutes of the previous School Fund Meeting was approved.

3. 2022/23 School Fund Package

The 2022/23 year ended with £5737.23 (June 2023) in General Fund.

£4749.50 withdrawn for the residential Lochranza trip. Balance in school fund - £987.73

Amount of £45 credited from Perth and Kinross Council

Opening Balance as on 29th September 2023 is £1032.73

4. 2023/24 School Fund Package – Constitution and Committee Declaration Form to be signed by Committee - Completed

5. 2023/24 School Fund Package as of 14th December 2023

- ❖ Balance as on 14th December- £ 1779.49 (£ 1774.88 in Bank and £ 4.61 as cash) [1032.73 + 920 from DSM (that will be journalled back to DSM for edu city and seesaw) +£442.15 from coffee morning + £300 from Parent council for crafts)
- ❖ £ 650 to be journalled by Suzanne to the DSM account as we used DSM to pay for Education City Subscription.
- ❖ £ 270 to be journalled by Suzanne to the DSM account as we used DSM to pay for Seesaw Subscription.
- ❖ £ 289 to be transferred to the Parent Council via Cheque
- ❖ £ 442.15 received from Coffee Morning will be used to buy two Literacy Scholastic Big Books.
- ❖ £ 133 to be paid for Curling Cool from DSM.
- ❖ £ 638 to be transferred to buy Panto Ticket for whole school (Prior payment done in ParentPay)

6. Accounting adjustments to 2023-24 School Fund Package

No adjustments currently necessary

7. Plans for this session

Purchase Literacy Scholastic books

8. Date of Next Meeting: 21st March 2023