

Bushes Primary Parent Council

Minutes of Meeting Tuesday 25th April 2023

Attendees:

Craig McCrorie	Nicola West	Alison Simpson	Andrew Bain
Sarah Pearson	Emma Ronald	Nicola Slaven	Lyndsey Holt
Jane MacLennan	Kathryn McGowan	Claire Jones	

Agenda:

- * Playground update
- * P7 Prom arrangements
- * Bank Account update / signatory
- * Car boot sale
- * June Disco
- * AOB

1. Playground update

- Work was signed off by council and official go was given to Scotplay just before Easter break but not yet had any update from them on a start date for the work.
- Craig will chase for this **ACTION**

2. P7 Prom arrangements

- School arrangements for Wed 21st June, children arrive in back playground for 6.30 to go in to school at 7.
- Children to enter via back stairs, red carpet will be laid out to P1 door.
- A photographer has been asked to attend to take pictures of the kids individually and in groups and will taking pictures in the party as well.
- Pizza and drinks funded by parent council will be provided
- Ceilidh band is booked for entertainment, and will bring children out to the playground for the last dance at 9.20 so parents can join in if wish!
- LH confirmed arrangements made by the parents of P7
- Children are being picked up in Limo's (girls) and party bus (boys) at 5.15 at various points in area and will be dropped off at 6.15 to be in the school playground for 6.30.
- Parent group asked if school want help with décor, school will provide a balloon arch but happy for parents to arrange if they want to
- In response to a question, school cannot give permission to leave school early on 21st, but if parents intend to take them out then they are asked to notify school in writing
- In response to a question, on the following day, is no late start children to be in for 9am
- P7 assembly will last an hour

3. Bank account update

- AB confirmed that need at least one more signatory on Bank of Scotland account
- Jane MacLennan volunteered to be the third signatory, alongside AB and KM
- Details for cash management post-account opening
 - Require at least two people to do all cash counting after events – does not need to be done immediately e.g. can make arrangements to do next day.
 - Cash cannot be left on school premises, will need to be taken home by PC members and stored until counted and banked (lock box to be purchased)
 - PC will need to make arrangements to provide all cash floats ourselves for events, disco etc
- School will continue to pay lets for events

4. Car Boot Sale

- KM has raised point that will require at least two PC members to agree to work on this to make it happen, if want to do this term will need to be agreed now and volunteers named to start on this.
- KM can share the notes that were taken last year on this **ACTION**
- People taking this on should address
 - Confirm date
 - Finalising rules and regs for participants
 - Confirming no of pitches
 - Advertising
 - Allocation of spaces
 - Collecting pitch fees
 - Plans for coordination on the day and additional volunteers
- Group agree is no time to do this term, to be considered for September instead but still require two volunteers to agree to take on and start planning this year. **ACTION**

5. 1st June Disco

- Since Wallace is unable to DJ, Jane has confirmed that her Brother in Law Stuart can do this instead.
- Can do both discos, provide allow equipment, no foam machine for £150
- NW to review what is needed for tuck shop
 - have chocolate but need crisps and sweeties, water and drinks
 - Will buy from Bushes account at Hillington Cash and Carry
 - Clair Watson will go with her and can take this on once Nicola leaves PC with Kathryn moving up to high school
 - KM to speak to Morrisons for donations again **ACTION**
 - Two weeks before will get volunteers from PC and can reach out to wider list if needed. **ACTION**

6. P7 Show

- Two nights, 14th and 15th June
- 200 tickets per night, £5 a ticket

- Tickets will be sold to P7 parents in first instance and then opened up to wider community
- Fund raised will go to running costs for the show and funding next years.
- Will be a reduced tuck shop run, start of show and at interval run by PC volunteers to be confirmed **ACTION**
- Monies raised at tuck shop go to PC funds

7. Class transition for next year

- Will confirm new teachers before last week of term and pupils will visit in the last week
- Class details not confirmed yet as depends on the staff rota
- Approx 40 new P1 are starting.
- Are 63 P7 leaving.

AOB

1. CM - P1 inductions on 9th and 10th May
 - PC to do presentation for new carers and parents.
 - KM confirmed will do Tuesday, AS will do Wednesday
 - KM to provide updated flyer to issue to all – **ACTION**
2. Accounts update
 - Spring Raffle - 460 came in, 44.53 out – total raised £416.42
 - Movie night Tickets – £146 in tickets
 - Total raised for session so far is £5,226.53
 - Outgoings for 22-23 include
 - 470 out on P6 bus for Lockerbie
 - 400 for prom
 - 350 for P7 ties
 - Playframe renewal £20,468.25
 - Require an extra £700 from remaining events to cover 23-34 session outgoings
3. All school trip in June
 - Is being considered for June, but may not be able to finalise due to work required, may make this a bi-annual event
 - £2k donation from PC requested, if not able to complete this year then will use for an all school fund day

Final Meeting of term – Tuesday 6th June 2023

School disco – Thursday 1st June 2023

School P7 show – Wednesday 14th and Thursday 15th June