



## Kilbarchan Primary School

### Parent Council Meeting Minutes – AGM

Date: Tuesday 1<sup>st</sup> October 2024

Time: 7-8pm

Location: TEAMS online meeting

**Present:** Jennifer Walsh (Headteacher), Stephen Johnstone (Chair), Celine Clark (Vice Chair), Fiona Smith (Treasurer), Emma Perrie (Secretary), Hazel Munton, Clare Hunter, Alison Tourish, Kay Parker and Ainsley McGoldrick

**Apologies:** None

#### **1. Welcome and Introductions**

Stephen Johnstone (Chair) started the meeting by welcoming all the parents/carers and teachers in attendance.

#### **2. Chair Update**

Fundraising events since the current council members took over

Lights switch on – this was a good fundraiser, and we have been invited back this year which we have accepted

Christmas Fayre – for the short time we had to plan it was a great success.

Spring Disco - feedback from parents, children and teachers was all positive. More discos planned for this school year

Quiz – the parents quiz was not well attended and therefore we will not be holding these events for the year ahead. Possible re-think needed on this type of event.

Stephen also thanked the other members of the council, Celine, Fiona and Emma for their hard work over the last year.

Proposed events for the coming school year - all pending confirmation

Halloween Disco - Parents on the facebook page were given a choice of dates and the majority vote was Wednesday 30<sup>th</sup> October.

Children in need – propose a “PJ day” to raise funds for charity

Christmas Fayre – again parents were polled and the winning date was the afternoon of Sunday 8<sup>th</sup> Dec. Preparations ongoing for this event. Due to staffing this wont be held in the school. We have managed to secure the Guide Hall in the village so we can hold the fayre on the date the majority of those polled voted for.

Proposed Movie night in the school if we can secure hall let – January

Valentines Disco - proposed date is 13<sup>th</sup> Feb (pre half term break)

Lilias day preparations to commence in February this year.

Bookfayre again at the March Parents nights

Easter egg hunt possibly around the village

Summer Disco – proposed date is 23<sup>rd</sup> May (pre-half term break)

Lillias day float

Summer funday at end of term for pupils and families

As always we cannot commit to providing all these events if we do not have the support from parents and carers.

### **3. Treasurer Update**

Fiona Smith (Treasurer) gave an update on what funds have been raised during the current councils time in office.

- Starting balance was £1294.23 at the end of November when we got access to the funds.
- Funds raised from
  - Halloween events ran by parents in the village
  - Burger stall at Lights switch on
  - Christmas Fayre
  - Bookfayre
  - Spring disco
- Funds spent were
  - Leavers hoodies for Primary 7s
  - Hall let for the Spring disco
  - Hall let for the Quiz night
  - Donation made to school for class trips
  - Leavers gifts of calculator and keyrings for Primary 7s
- Total income was £3430.59 – biggest fundraiser was the Christmas fayre at £1300
- Total outgoings were £2340.84 – biggest outgoing was the leavers hoodies and presents
- Closing Balance £2383.98

Fiona also spoke about focusing on what to spend the available funds on. Ideas are welcomed from parents, carers and teachers.

#### **Grants and funding –**

Fiona also explained that a focus of this school year is to investigate more grants available to the school. Some of the forms/applications are quite extensive and therefore time consuming. Help is required for the council to pursue these grants.

#### **4. Request for Council Members**

The Parent Council would like to request help from parents and carers to assist with the running of the council. These would not be board members but members who would, primarily help with the running of the various events we have planned for the children throughout the year and fundraising to donate funds to the school. For example, a Lilius day Float lead/coordinator that would assist in organising the float and the various helpers required to make it successful. Or a fundraising team that includes council board members and other parents' carers to again make events successful in the future. The council have had many offers of help for discos and fayres etc which we are very thankful for. Without them the discos and fayres would not have been possible, and we hope this type of input continues. This year we are looking for more help with the organisation side of event planning as the administration side of council responsibilities is more than was envisaged. This would also allow for more grants etc to be applied for therefore raising even more funds for the children.

If anyone is interested in joining the council as a member or would like more information then please email [Kilbarchan.parentcouncil@gmail.com](mailto:Kilbarchan.parentcouncil@gmail.com)

#### **5. Election of Council Board Members**

The current council were elected at the EGM last November and were elected as follows:

Chair: Stephen Johnstone

Vice Chair: Celine Clark

Treasurer: Fiona Smith

Secretary: Emma Perrie

All members are happy to continue in their respective posts – Voted in as follows:

Stephen Johnstone for Chair

Proposed by Celine Clark      Seconded by Fiona Smith

Celine Clark for Vice Chair

Proposed by Emma Perrie      Seconded by Fiona Smith

Fiona Smith for Treasurer

Proposed by Celine Clark      Seconded by Emma Perrie

Emma Perrie for Secretary

Proposed by Celine Clark      Seconded by Stephen Johnstone

## **6. AOB**

With regards to new members on the committee Alison suggested a stand at the upcoming parents' nights to speak to potential parent members face to face. Council will look into this as all agreed it was a great idea to try and entice new members.

## **7. Thanks**

The council would like to thank all the parents, carers and teachers who have helped at events throughout their first year in office. It is very much appreciated.

Jen Walsh also extended her thanks to everyone involved in the running of the council and events for the school.

## **8. Date of next meeting**

Suggestion is we have 1 parent council meeting per term - all on the call agreed.

Proposed date for next meeting is Thursday 14<sup>th</sup> November 2024 at 7pm on TEAMS

Link to be sent to school by parent council email address to allow parents to log in from phones.