



Langbank
Parent
Partnership

Meeting Minutes

February 15th, 2024, 19:30 Langbank Primary School

Attendees – Lynne Moore, Joe Pearce, Colin Rodger (chair), Karen Rodger (Grants & fundraising), Karoline Smith (Education Liaison), Patricia Lawson (Head Teacher), Jennifer Burrows (secretary)

Apologies – Heather Davis (school), Lindsay Kane (treasurer), Natalie Donald, Luisa Stevens

1. Welcome from Chair & report

Noted attendance at a Park Mains High School extension discussion with other feeder schools in January. Continuing the extension was supported. Noted some concerns from Bishopton and Dargavel affecting those schools should not delay the Park Mains extension. Noted Park Mains plans to refuse placement requests by 2030 to manage numbers at school – this will be kept under review. This would not effect Langbank residents as within catchment – placement requests are for outwith catchment.

Colin requested focus of meeting tonight on flow of LPP group. Need a review and need more people. Keen to engage with more parents/carers to enable the best LPP and best experience at Langbank for the kids. Need a new chair who can drive this. Colin will stay to support but work demands impacting on ability to focus time on LPP.

Colin raised 5 points –

- New chair required
- New members required – wider parents / carer attendance at meetings
- Clear targets - What is LPP for? (Constitution will be sent with minutes) Is this understood by parents/ carers? Fundraising target awareness.
- Marketing – What are we? Do we need to change name to Parent Council (*note a number of years ago Langbank Parent Partnership was formed when two groups were combined the original Parent Council and the Parent Teacher Association*).
- Communications – Could we get parent / carer representatives from each primary school class?

ACTION Survey to be developed to ask parents/carers ‘what they want from LPP’ by Karoline.

Survey will be requested to be completed at parents evening 21st March.

Query on potential communication gap getting LPP awareness to ALL parents/carers. Request will be made for email addresses with survey. Note information from LPP cascaded through existing email addresses available, facebook LangbankPP and various primary what’s app groups.

We have **school fundraising target** awareness with IPad request and plan for enclosing sides of outdoor classroom. Target currently **est. £5000**.

ACTION Review meeting format – consider smart use of time to enable activities e.g. grant support, session preparation and organisation. Enable time in agenda.

2. Approve minutes of last meeting & Action Review - completed

3. Report from Treasurer

Lindsay confirmed bank balance remains as per January note £3323.89.

Awaiting invoices for garden grant activities.

ACTION – PL / KR to provide invoice info to LK for grant money release.

ACTION – LPP info sheet to be reinstalled at the school gate.

4. Education Liaison Update – no updates in Feb

5. Headteacher's report.

To include:

Matters requiring current fundraising

Other issues with which LPP assistance is required

Change of use for Outdoor Classroom. Still waiting for cost from Sportsafe. Sportsafe are a company used by the council to install Outdoor classrooms, they will come out and provide a quote.

Recent survey shared on School newsletter and school app to find out our parental views on Learning, Teaching and Assessment. Only 9 people have responded, 18% of our families.

Any ideas on how the school can reach more parents?

Save the Date – Return of Langbank Primary Garden Party Thurs 6 th June in the afternoon.

This will be led by Ms Stevens and Mrs Johnson

Timing of school messages. Review evening messages as trial as suggested may enable easier responses.

ACTION – PL to review delayed message sending to post school hours.

7. Fundraising Committee 2023/24 plan

- Easter Disco planned – date TBC
- Spring craft & cocktail event with Steph being planned – confirming date with village hall. Expected March 2024.
- Bonus ball – confirm requirements to operate bonus ball system.
- Interested to understand childrens fundraising priorities – potentially reading hut, buddy benches.

ACTION - Karoline will check guidance on Connect website.
Investigate becoming a registered charity – note OSCR website.
ACTION – Lauren will review

8. Items for discussion/update: No requests made

9. Date of next meeting(s) - **Wednesday 24th April 7.30pm in school**

PMHS meeting information from January session also sent out with minutes.

Action Summary

Date Raised	Action	Resp	Status
140923	Review ability to use Kilt Walk for fundraising for school. 150224 – KR noted have to be a registered charity. LPP not charity presently	KR	Completed
160124	Internet banking transfer to be completed (additional forms) 150224 - ongoing	LK	Open
160124	Additional bank signatory to be set up for secretary. 150224 – LK gaining forms	LK / JB	Open
160124	Costs to be confirmed for outdoor classroom improvements 150224 – PL awaiting quotes	PL	Open
160124	Review a potential link up with Dargavel or Bishopton to assist with parents awareness (vaping etc). 150224 – CR to confirm Renfrewshire council contact. LPP noted happy to travel to Bishopton.	CR	Open
150224	Review and confirm Description of chairperson role CR. 150224 JB sent draft of role overview	CR	Open
150224	Survey – Create a survey to ask parents ‘What they want from LPP?’. Required for 21 st March parents evening. (PL recommended Microsoft form for school ease).	KS	Open
150224	Fundraising target monitoring – Consider visual target monitoring in school	PL	Open
150224	PL / KR to provide invoice information to LK for garden grant money release	PL / KR	Open
150224	Bonus ball – confirm requirements to operate bonus ball system. Karoline will check guidance on Connect website.	KS	Open
150224	Investigate becoming a charity – info on OSCR website	LM	Open
150224	Attend parents evening 21st March to support survey completion & communication contact reviews	JB / KS	Open
150224	Agenda review – enable time to support required activities.	JB	Open

150224	Send Karoline constitution and last year's LPP poster	JB	Completed 150224
150224	Next meeting 24 th April 2024 – book school hire	PL	Open
150224	LPP info sheet to be reinstalled at the school gate.	JB	Completed