

Clovenfords Parent Council (CPC)

Minutes of the Meeting - AGM

Date	24th April 2023
Location	Online Teams

1.	Attendance	Action
	Linda Davie (LD), Isla Young (IY), Caroline Myles (CM), Alison Saxon (ASax), Jennifer Skinner (JS), Fay Sinclair (FS), Katie Finlay (KF), Sam Kellock (SK), Julie Decoteau (JD) & Lewis Bertram (LB).	
2.	Apologies Received	
	Apologies have been received from Leanne Wilson (LW), Fiona Bayne (FB), Lynn Bertram (LB), Ashley Sharp (AS) and Karen Seaton (KS).	
3.	Approval of previous minutes	
	Agreed.	
4.	Matters arising from previous minutes	
	There were no matters arising.	
5.	Financial Report	
	<p>Balance at 24th April 2023: £3,579 (£1,777 - Julie's kitchen project)</p> <p>Income noted:</p> <ul style="list-style-type: none"> £277 profit on car boot sale held in March £15 donations from Clothingfords Jan – March 2023 <p>Income to come – ASDA grant:</p> <ul style="list-style-type: none"> Currently sitting 2nd in the ASDA green tokens, so should received £400 to put towards outdoor resources. <p>Expenses noted:</p> <ul style="list-style-type: none"> £40 compost from Forth Resource Management (free compost for schools, charge is for delivery) – Julie's Kitchen Grant <p>Committed Expenditure - General:</p> <ul style="list-style-type: none"> Shed repairs £147.49 <p>Committed Expenditure – Julies Kitchen Grant:</p> <ul style="list-style-type: none"> Greenhouse – per estimate £879.17 Planters & Picnic benches – per estimate £699.40 <p>Expenditure approved at meeting – General:</p> <ul style="list-style-type: none"> Purchase of (up to) 2 x 'Solo' Sum up machines at a cost of £79 each, so allow card payments to be taken at events, along with the creation of accompanying QR codes. 	<p>IY</p> <p>IY</p> <p>IY</p>

6.	Headteacher's Report	
	<p><u>Outdoor learning</u></p> <ul style="list-style-type: none"> • Picnic benches have been delivered and now placed outside classrooms to allow children to use as part of their learning space and at break times. • Tyres have been a big hit with children – Christian from the unpaid work team (who dug in the tyres), checked them for safety last week and only concern is that the car tyres may well split over time. If we can source additional grain trailer tyres and / or front tractor tyres, this would be advantageous – they are steel rimmed so hold their shape and are less likely to split. IY to email Dave Berry at SBC Unpaid work team to confirm hanging fire on post-creting smaller tyres meantime. IY also to speak to the Bayne's to see if any further tyres available. Linda Davie to ask Aurel D'Agrosa if he has any other tyres too. • Replacement planters being made by unpaid work team – Christian has checked sizes and knows where they have to go. IY to check with them whether we need to remove the old rotten ones, or if they will take away the wastage. • Outdoor classroom – unpaid work team keen to assist with this. IY still awaiting estimate of cost but will chase up. • Greenhouse due for delivery this Thursday (28/04/23). Gala Glass & Glazing are going to help build it free of charge. Hope is to involve the P7 gardening leaders. <p><u>IT & Inspire Learning</u></p> <ul style="list-style-type: none"> • Since the last meeting Clever touch screens and apple TVs have been installed in all the classrooms. Although there have been a few technical issues these are proving to be a great investment and are an improvement on the old smartboards. • Inspire are coming into school on 27th April to show visitors around a Borders School, to showcase how Inspire is being used in schools. • Inspire learning festival taking place next month where Clovenfords PS will have a stall, again showcasing what their digital learning looks like. • There will be a questionnaire coming to parents regarding Showbie, to gather feedback on how the first year has gone and to allow tweaks to be made (if required) next year. 	<p>IY</p> <p>LD</p> <p>IY</p> <p>IY</p> <p>ASax</p> <p>ALL</p>

Community involvement

- Worked with Chris Whitmore of the community council, who involved the P7 gardening leaders in planting the orchard at Caddonfoot playing field last month. Ultimately it seems the aim will be for the school to be given responsibility for looking after the orchard, strengthening links with the community.

Other

- The recent open afternoon, Café conversations, proved popular and good feedback was received. The plan is to hold a similar open afternoon again next session.
- Fischy music workshops were a great success and an annual subscription has been taken out allowing the school to have access to their music / songs whenever they would like. This allows the classes to sing and dance together on a regular basis.
- We reached the finals of the Basketball tournament but unfortunately were pipped at the post and didn't quite make it to the next stage of the competition. The children did well and it was a lovely opportunity for them.
- Miss Smith held a successful 4 week badminton club last term.
- A group of P6 pupils took part in the Euro quiz, working together to learn lots of new information. All who took part really enjoyed it.
- The Bake Sale for comic relief raised just over £370 pounds, which is great.
- Class photos took place last Thursday – more relaxed style this year with children photographed in small groups that will be merged to form one longer photo for each class.
- Braw Lad's declaration night took place last Friday night – some of the P7 children represented the school and did a super job.
- The school always receives positive feedback when children attend events while representing the school, that they are a real credit to their families and school.
- March into Reading – the Usborne sponsored reading challenge raised £730 which means the school gets another £438 of free books for the school library and class book corners.
- P7 residential taking place to Whithaugh Park, Newcastleton on 3rd May.
- There will be an end of session questionnaire sent to parents to gather feedback on a number of matters, which will help to shape the 2023/24 school year.

ALL

	<ul style="list-style-type: none"> • Mrs Davie mentioned the possibility of children being able to visit a beekeeper in the village at some point. • Developing the Youth Workforce Fortnight – if any more parents wish to volunteer to come into the school and talk about their jobs, they would be more than welcome. Please contact the school office in the first instance. <p><u>Pocket Gardens</u></p> <ul style="list-style-type: none"> • It is hoped each class will attempt to design and create a pocket garden. Last year this was done based on a novel study, but this year some of the classes have other ideas, which will be lovely to see. Hoping to start early May and completed by end of May so the children have a few weeks to look after them before the Summer holiday. • Looking for some support from the Parent Council, either financial / ideas / manpower. • Already had a delivery of 2 tonnes of soil, donated by a landscape gardener from Edinburgh. • Caroline Myles volunteered to contact Chris Whitmore to see if he has any spare plants. • Any leftover plants may be planted in the flower bed in the middle of the turning circle in the school car park, to brighten this up a little. 	<p>LD</p> <p>ALL</p> <p>ALL</p> <p>CM</p>
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7.	<p>Clovenfords Community Council update</p> <p>Ashley was unable to attend this meeting but had noted the only matter raised at the most recent community council meeting was that of parking around the school during drop-off and pick-up times. Just a reminder not to park on junctions or driveways and to follow the one-way system during these times. Regular reminders of this are sent out in the school's weekly update.</p> <p>KF mentioned that at the last Parent Council Chairs meeting it was mentioned that there is a resource available to the JRSO's where they can get little signs of people that are about 4' tall that can be placed around the school gates to remind people to be mindful of their parking. A Saxon agreed this sounded like a good idea.</p>	<p>AS</p> <p>KF / ASax</p>
8.	<p>May Fair</p> <p>A separate meeting will be held, but following details confirmed:</p> <ul style="list-style-type: none"> • Saturday 20th May 2023, 12pm – 4pm • Noon entertainments have been booked to provide an inflatable tractor assault course, crazy golf, sumo suits (adult and child), plus more. 	

	<ul style="list-style-type: none"> • Dunk tank • Raffle, bottle stall, clothingfords, homebaking, etc • ASDA are coming along with healthy snacks, fruit and water. • TESCO are providing BBQ provisions. • Thought will need to be given to where each activity / stall is placed, spacing between activities, etc as we want to keep as much outside as we can. • Entrance tickets (£3/hd) can be bought in advance – a form will be sent home with all pupils in due course. • Raffle tickets will only be available on the day – we did discuss selling tickets in advance but as the lottery licence had lapsed and it would be £60 to renew (then £20 annually thereafter), plus cost of printing tickets. It was agreed to review this again towards the end of the year. • AS reminded us that the weekly update can be used to publicise and ask for volunteers to help. 	
9.	Fundraising	
	<ul style="list-style-type: none"> • ASDA Green Tokens – currently sitting in 2nd place which will mean we should receive £400 for outdoor education purposes. • Easyfundraising account to be set up to allow parents to sign up and when they shop on-line, the PC will automatically receive donations at no cost to the parent. • Stikins – we have a code for parents to use if they are ordering name labels/stickers for their children’s clothing etc. The Parent Council receives commission on any orders made. • The May Fair – although it will be a fundraiser, it is primarily a community event which we hope everyone will enjoy. 	<p>KF / ALL</p> <p>ALL</p>
10.	Future Events Dates	
	<ul style="list-style-type: none"> • Halloween party 2023– date confirmed as 27th October 2023. Anyone interested in organising this event should contact the Parent Council in the first instance. • Christmas Fair 2023 – date confirmed as 1st December 2023. 	<p>ALL</p> <p>ALL</p>
11.	Class Reps Feedback	
	<p>SK said she had heard from a number of people that there was too much reading involved in the Weekly update and that they weren’t managing to see the useful dates as a result. They wondered if perhaps the dates could be made available on a different forum or if we could be given a cardboard calendar at the start of the school year, as used to happen.</p> <p>ASax explained that the update is for a large audience, and she is often asked to include a lot of different things in there. ASax appreciates parents are busy and that not all information will be relevant to everyone. However, the dates are at the end so that everyone knows</p>	

	<p>where to find them and if they don't want to read everything else, they can scroll through to the dates. The update was reformed and put into sections to try and make it easier for parents to read and find the information that was relevant to them.</p> <p>ASax also noted that a calendar is emailed to all parents at the start of the school term in August. IY pointed out that this annual calendar of events is easily accessed on the school website. We can also signpost this on the Facebook page.</p>	IY / KF
12.	AOCB	
	<ul style="list-style-type: none"> • KF thanked Angela McGlinchey for the graphics work she has done re the May fair. • Schools out – KF has received a lot of positive feedback, both from the children and parents, about the after school club following the Easter Holiday club. Those running the club were also very positive about the children and said they were so well mannered and it was nice to see children actually playing, rather than automatically gravitating towards electronics etc. • Clothingfords is being used, both during the official opening times and on an ad hoc basis. Currently carrying a good stock of items. • IY asked how we should go forward with potentially changing the school photographer, and moving away from Tempest following a lot of negative feedback from the last lot of pupil photos in August. We have enquired with Vanilla Moon and YID photography and received a note of their photo packages and pricing. It was agreed that we would prepare a comparison sheet of the options available, including some sample photographs, and make this available at the May Fair and also with the end of session questionnaire that the school will be sending out. 	IY
13.	Date of Next Meeting	
	30 th May 2023	KF