

# **LUNNASTING PARENT COUNCIL**

MINUTES OF MEETING OF THE ABOVE HELD ON  
THURSDAY 14<sup>TH</sup> SEPTEMBER 2023

Present:

Mrs C Allam  
Mrs A Christie  
Mrs T Johnson  
Mrs L Manson  
Mrs C Nicol  
Mrs A Thompson

In attendance:

Mrs L Malcolmson – Acting Head Teacher  
Mrs L Hughson – Clerk

## **1. Apologies** –None received

## **2. Approval of Minutes**

The minutes from the last meeting were held as read and approved

Proposed – Mrs T Johnson

Seconded – Mrs C Allam

## **3. Election of Office Bearers**

Chair – Mrs Allam

Proposed - Mrs Nicol

Seconded - Mrs Christie

Vice Chair – Mrs Christie

Proposed - Mrs Manson

Seconded – Mrs Thompson

Clerk/ Treasurer

Mrs Hughson

## **4. Matters Arising**

It was agreed to add Voar Redd Up, Supervision at Break Times and Online Banking to AOB.

## **5. Financial Report**

The Balance of the Parent Council account is £1111.86. Of this the Parent Council holds £16.04.

Amy Irvine is still due to receive a mileage payment of £18.90 which will be paid out once grant money is received. The Parent Council account also holds £1095.82 which has been raised by the Garden Gang for school ground improvements.

## **6. Correspondence**

### **6.1 Connect Update August 2023**

### **6.2 Connect e-Newsletter August 2023**

### **6.3 Connect Membership**

Parent Council members had been unable to access these documents. Mrs Hughson will contact Connect in this regard.

## **7. Staffing**

Mrs Malcolmson updated the Parent Council on the current staffing situation. Miss Rozanne Johnson, Nursery teacher has started maternity leave. Miss Magnussen will be working three days a week from 18<sup>th</sup> September, two days in P4-7 and one day as Nursery Teacher. Mrs Malcolmson will teach P4-7 for three days each week. Miss Holly Hunter will be teaching two

days a week in P1-3, from the October holidays until the end of the school year, on a long term supply basis. Mrs Odie has resigned and her post will be advertised soon; a music teacher and Senior Practitioner have been appointed and it is hoped they will be in place after the October holiday.

#### **8. Action Plan**

The Action Plan was discussed. In particular reviewing the Parent Council Constitution; updating a list of volunteers to assist in the school; the new school website; involving parents and the community in improving the work of the school through the School Improvement Plan and the Voar Redd Up, which will be organised by the school this academic year.

#### **9. Constitution**

This is to be added to the next Agenda.

#### **10. Garden Update**

Magnus Malcolmson is visiting the school next Monday. He has recommended that the school go-ahead and purchase equipment. A competent parent can do the installation and the SIC will take on the responsibility to repair and maintain it. With regard to fundraising the school is to receive £400 from Scottish Seafarms which is to be put towards new equipment, together with £200 from the School Fund. Mrs Malcolmson also suggested that the Garden Gang take on the Community Christmas Card Delivery and put the proceeds toward the new equipment. Charlotte Allam to discuss this with garden group, and to find out if any other parents would like to get involved. . Monies raised by the Garden Gang are to be gifted to the school allowing the school to purchase items at the net cost.

#### **11. AOB**

- A parent had queried the supervision of children at break time. Mrs Malcolmson confirmed that Mrs Couper patrolled all areas of the school grounds, she was very on the ball and reported any concerns to Mrs Malcolmson.
- A parent has asked if Parent Council minutes can be emailed to all parents.
- It was suggested that the Easy Fundraising link was highlighted, new parents may not be aware of this. This will be included in a letter update at the beginning of next term.
- It was suggested doing online banking for the Parent Council account. While there are minimal transactions this could still be valuable at times to make payments through BACS or view bank statements.

#### **12. Date of Next Meeting**

The next meeting of the Parent Council will be held on Thursday 9<sup>th</sup> November at 6.30pm.

There being no further business the meeting closed at 7.30pm.