

Lunnasting Parent Council - AGM

Date: Thursday 12 September 2024

Time: 6.30pm

Venue: Lunnasting Primary School

Attendance:

Louise Malcolmson (LM) Head Teacher
Charlotte Allam (CA) Chair
Allison Christie (AC) Vice Chair
Abbey Thompson (AT) Treasurer
Tori Johnson (TJ) Member
Carol Nicol (CN) Member
Denise Johnson (DJ) Parent

Vivian Anderson (VA) Parent
Laura Hay (LH) Parent
Karen Hay (KH) Parent
Leona Grains (LG) Parent
Jenni Spall (JS) Parent
Amy Irvine (AI) Parent
Rona Johnson (RJ) Parent
Steven Robertson (SR) Parent

1. Apologies:

Louise Manson (LM) Secretary

2. Approval of minutes

Proposed: Denise Johnson (DJ)

Seconded: Rona Johnson (RJ)

3. Chairperson's Report

Charlotte read through the [Chairpersons report](#). Louise Malcolmson was thanked in particular for her work as Acting Headteacher in the year. There was consensus that Charlotte had put a lot of work into the year.

4. Treasurer's report

4.1 AT ran through the [Treasurer's report](#). AT reported that the two previous bank accounts for the Lunnasting Parent Council and Lunnasting Parent Forum were officially merged on 12 August 2024. CA reported this had been a long, drawn out process ongoing since February 2024.

AT noted there are some complications with financial reporting timescales for this year, with only one account reporting in line with financial years and the other reporting Jan - Dec. Going forward, the new streamlined account will report annually in line with financial year April - March.

The bank account balance currently sits at £3640.62 which includes money raised by the garden gang, still to be spent on play equipment or garden upkeep etc.

The Parent Council grant form has been submitted as normal to the SIC, no update on this at the time of meeting.

5. Role of Treasurer going forward

AT is stepping down and it was agreed that CN would take on the role of treasurer. AT, CN and CA are the current signatories on the bank accounts, no changes are required here at the moment.

Action: DJ, CN, AT and CA to meet and discuss an official handover and audit process for the year.

6. AOB

None raised.

7. Close of business

The meeting ended at 6.50pm