

Lunnasting Parent Council Term 4 Draft Minutes

Date: 24th May 2026

Time: 18:30

Location: Lunnasting Primary School

Attendance:

Charlotte Allam (CA)	Chair	Abbey Thompson (AT)	Vice Chair
Carol Nicol (CN)	Treasurer	Louise Manson (LM)	Secretary
Megan Williamson (MW)	Member	Steven Robertson (SR)	Member
Leona Grains (LG)	Parent/Carer	Laura Tulloch (LT)	Head Teacher

1. Apologies:

Andrew Hall (AH)	Councilor	Vivian Anderson (VA)	Parent/Carer
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2. Approval of Minutes:

MW Approved

CN Second

3.

3. Matters Arising

3.1. Planticrub & Garden

CA confirmed there wasn't much of an update with regards to the Planticrub. It remains on Edwin Williamson's to-do list. Between lambing, other commitments and the weather, nothing has progressed yet.

The muddy patch referred to at the last meeting will also be a job to be looked at in the Summer.

The school is holding a Garden Tidy as part of Friday Fun (25th May).

3.2. Recent Purchases

CN ran through some of the recent purchases made by the PC which included the new library books for the school library, application for the recent netball tournament, leavers hoodies for the P7s and a donation towards furniture for the school library (see figures in Treasurers Updated).

3.3. Friday Fun

CA asked if there was an update on Friday Fun activities. LT confirmed that an email had been sent out to parents/carers for volunteers, but she'd only received 1 reply (for netball). Both CN and CA added that they had responded. LT added that both cross-stitch and embroidery were often requested. It was discussed what might work better for future requests. LT suggested that a volunteer list is drawn up before the holidays.

LT added that cooking/baking was popular, but it was a difficult time of day to be doing it. Suzy previously volunteered and did much of the prep beforehand. CA suggested that this could be a "once a term" type of activity.

CA suggested that PC help out with the volunteer list, e.g., reinforce through the Facebook page, raising awareness of the lack of response and what children have most asked for. CA added that it may be an idea to offer things that the children haven't asked for too – for example, yoga/drama – as they won't know if they like something if they haven't tried it before. The parent body/community could think about what they could offer if there aren't volunteers coming forward for specific activities.

3.4. CPR/First Aid Training

CA confirmed that Caitlin Johnson would be coming to the school to do CPR/First Aid training with Lara White in 2 groups (big ones/peerie ones).

4. Treasurer Update:

CN confirmed the current accounts:

Current Balance is £4878.66

Expenditure:

- Library books - £1203.63
- Netball Application - £100.32

- Leavers hoodies - £423.50
- Donation to school library - £500.00

Income:

- SIC PC Grant - £107.74
- Easy Fundraising - £32.80

5. School Update

Library – LT confirmed they were very proud of the new library setting which is now completed. The staff had come in over the weekend to pull all the pieces together. The bairns love the new setting and the new books and they see them in there reading all the time.

Inspection – LT confirmed the inspection had been very positive and that the inspectors wouldn't be coming back. LT hoped the report would be back in time before the summer holidays, but these things take time. LT added it had been a very stressful time, but they took full advantage of the whole process. LT confirmed when the inspectors came in, they felt a good atmosphere from coming in the door. LT added there are always things to work on, but overall it was a positive experience.

ASN Audit – LT confirmed they would be getting in any changes to contracts following on from the ASN audit and that everything had been on hold during the inspection. CA clarified that the ASN audit was the annual review of what support was needed for the next academic year.

School trip – LT said the whole school had a great time on the trip.

School (general) – LT added that the bairns were really enjoying the atmosphere in the school, they had new den building kits to use with each class, and that the grounds committee had a few jobs they wanted to get done. CA asked about paint that the PC was going to purchase for the school. LT confirmed Kenny had been off, but was getting prices.

Transition Days – LT confirmed the transition days were going really well, that a few extra days had been put in this year and they want to continue that going forward.

New play equipment in big class – LT confirmed new equipment had been purchased for the big class, allowing for progression of play (more suitable for their ages/comprehension).

Sports Day – LT confirmed the date was going to have to change for Sports Day as the park isn't yet ready. Likely to be 17th.

Leavers assembly – the time for the leavers assembly is to be brought forward (1.30pm) to ensure plenty of time, as it includes P7s and Nursery.

6. Bi-annual Parent Council Meeting

6.1. Inspection Process

CA had attended the Bi-annual PC meeting where the inspection process (pre, during, and post-inspection) was being discussed with a representative from HMIE **Pre-inspection:** CA added that the PC Chair should have received information prior to the inspection. CA confirmed she did not receive anything, and as such fed back that the pre-inspection process was poor/limited.

Post-inspection: CA added that a report should be received around 12 weeks post inspection. This goes to school/Hayfield/PC Chair prior (although given the pre-inspection process, wasn't sure if this would happen). CA asked if there was any way of checking they had the correct details for her. LT confirmed that they had the correct email. LT added that she didn't think the lack of pre-inspection information mattered much. CA responded that she disagreed and would have found it helpful. LT said that all the information should be on the HMIE website. CA agreed, but added that members shouldn't be expected to go looking for information if it is supposed to be made available.

Survey: CA added that she fed back that the multi-choice survey included a "don't know" option, which seemed like a unhelpful choice – as makes it sound like you don't have an opinion - and could instead be "neither agree or disagree", or "neutral"

CA summarised that the PC Chair should get a copy of the final report to check over, to make sure it reads well/easy to understand, on behalf of the parent body. CA confirmed she didn't share anything pre-inspection, as she had nothing to share.

6.2. Additional Support Survey

CA added that Wendy Fraser had circulated a survey on Additional Support (how any child could be better supported, not specifically aimed as ASN) on 11th May but this hadn't been received. They are also holding drop in sessions (one tonight in Brae). LT confirmed this may have been missed as it was the first day of the inspection. CA will share the report in the FB group and LT will look into circulating via the school.

6.3. Anti-bullying

Leanne Moss spoke about updates to the anti-bullying policy. It will be centralised with elements devolved to schools to better reflect their own vision, values and aims.

6.4. PVG for PCs

PC Chairs had raised that there is still lots of confusion around whether there is a requirement for PC members to have a PVG and that more clarity, Shetland wide was required (e.g. Shetland-wise should follow the same process). Leanne Moss will contact Connect on behalf of all Shetland PCs.

6.5. Banking

There was a discussion about banking fees. CN confirmed that we currently pay £50 per annum in banking fees. CA shared that Brae PC use Virgin as they currently don't charge. There was consensus that most banks are likely to start charging and that it can be very difficult to change banks. CA shared this information for the benefit of future Parent Councils should they want to switch banks.

7. Bingo Night

CN confirmed that a Bingo Night had been arranged for 20th June and there would be the usual teas/coffees/raffle. CN was going to order the mini Squishmallow's that they had last time as they were so popular.

8. Connect:

CA confirmed there was an Online Safety with Police Scotland being run. CA added that the usual online modules were available on Connect for anyone to access and attend.

9. AOB:

CN confirmed that Denise Johnson (Accountant) would do the annual accounts, which need to be submitted to Children's Services by end of June (along with the grant application).

10. Date of next meeting:

The date for the next meeting will be set at the start of the new academic year.