



Dunrossness Parent Council Meeting + AGM  
Approved Meeting Minutes  
Thursday 6<sup>th</sup> November 2025 at 1800  
Dunrossness Primary School + Online via Teams



## 1. Introduction

### Attending:

Sarah Green (Chair)  
Leanne Moss (QIO)  
Brenda Smith (Teacher Rep)  
Katrina Jamieson (Treasurer)  
Sam Adamson (Vice Chair)  
Hazel Wiseman  
Merran Adamson  
Mandy Barclay (Online)

*Louise Leslie is absent from school at the moment – Leanne Moss standing in as acting Head Teacher.*

## 2. NOOSC Discussion

Email advising NOOSC has been closed, with very little notice, and with no alternatives offered. Sandwich OOSC also currently closed. Huge impacts for families. Long term proposal needed – Marion retiring, Ella on maternity leave. Central funding not available. Possible PEF/SEF funding.

Action for parent council to investigate possible funding for NOOSC.

Can't be voluntary – needs proper resourcing and funding.

LM has emailed Neil Beattie for more information to share back with the PC.

Action for PC to facilitate parents/carers of NOOSC attendees to co-ordinate and see if they can help each other in the short term. Not a statutory provision under the care commission therefore inspected with early years. Struggle to recruit people with the correct qualifications. LM to ask if the posts will be readvertised.

Breakfast club is a separate issue. Noted that some staff bring their bairns into school earlier than 08:45, but obviously can't be expected to run a breakfast club for others. Again needs proper resourcing and funding.

SIC project officer is looking at wrap around care – LM to speak to them and see if there are private models for breakfast clubs which can be shared. Early adopted community.

## Dunrossness Parent Council Annual General Meeting

### 3. Previous AGM meeting minutes approval

Previous minutes reviewed. SA approved. SG seconded.

### 4. Annual report on the work of the Parent Council

Focus on school estate and environment.

Fundraising for mothers' day, the Gala, winter warmer teas and SMUHA.



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Positive parent council attendance at school events.

Proposed funds raised to support the polycrub, playground equipment, the school foyer project and other peerie bits.

Proposal for a pro forma for teachers and pupils to apply for parent council funding for “peerie bits”. Dragons Den style, but less pressure! **Action with parent council to develop a system for teachers and pupils to apply.** Reviews to be held at parent council meetings, with applicants attending to present their requests.

### 5. Selection of new Parent Council members

Cath Puxley has stepped down from the parent council. Massive thanks to Cath for her contributions over the years!

Hazel Wiseman has joined the parent council.

Sarah Green remaining on the parent council, moving from vice chair to chair.

Sam Adamson remaining on the parent council, moving from chair to vice chair.

Katrina Jamison remaining on the parent council as treasurer.

Jolene Johnson remaining on the parent council.

Merran Adamson to join the parent council.

Brenda Smith happy to remain as teacher liaison.

**Action to update the school handbook and parent council blog with revised member details.**

Parent council ideally need more members, to cover P1 and P6 specifically.

**Action to investigate if Alison Jackson will become clerk for the parent council** – can get funding to pay for the clerk’s time.

### 6. Discussion of issues that members of the Parent Body may wish to raise

Fundraising activities discussed. Potential for encouraging bairns to be more active – sponsored walks, cycles, fun runs etc. Also events with bairns involvement – horse race, beetle drive. Would still like to do a supper night led by the bairns – setting the budget, menu, organising orders, cooking, setting the tables on the night.

### 7. Approval of the accounts

Accounts are looking very healthy. £3.2k net income. Outgoings include costs of fundraising, present for John leaving and the bus for the P7 visit to Sandwich.

Still paying for bread for breakfast toast.

**Action for parent council to email to remind parents and carers that bairns can have breakfast at school in the morning from 08:45 – 09:00 if they need.**

Bank account sitting at around £10k.

**Detailed accounts reviewed. SG approved, HW seconded.**



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## 8. Conclusion of the AGM

AGM concluded.

## 9. Previous meeting minutes approval (01/10/2025)

SG to circulate and approve offline.

## 10. Headteacher's report

No update from the October meeting from LL. LM updated that there is a work experience student next week – an ex-pupil. Further work experience students expected through the year.

## 11. Fundraising plans for the year

### Term 2

Parent council to do the Christmas secret room again. Date proposed of 17<sup>th</sup> December. Parent council to arrange details offline.

Christmas hampers again this year – school to send out details. Will need parent donations.

Christmas event – parent council to provide refreshments. Stakkadale to volunteer coffee! Event on 11<sup>th</sup> December. School to send out further details.

### Term 3

Early Feb supper night. 7<sup>th</sup> Feb – enquire with Levenwick Hall. Take away and sit in.

SMUHA – refreshments in the Boddam Hall as usual. Will ask for parent donations for baking.

Stakkadale can do coffee again if helpful.

Teas 22<sup>nd</sup> March – Bigton Hall. SG booked.

### Term 4

GALA 27<sup>th</sup> June 2026.

Sports pitch and inflatables are booked. Need to enquire with Boddam Hall. Start planning in Jan.

## 12. Date of next meeting

Thursday 22<sup>nd</sup> Jan 2026 – 6pm at School.

## 13. AOB

None