

Woodhead Primary School

Parent Council Meeting

Tuesday 3<sup>rd</sup> September 2024



**Present** –Karen Mulholland (Chair) Laura McIntyre (LM), Liza Gardner (LG), Dan Pulfrey (DP), Cllr Gavin Keatt, Cllr Helen Toner & Vicki MacDonald (Parent forum)

**Staff representatives**- Mrs Fox, Mrs Keltie, Miss Harkness, Miss Miller

**Apologies**- N/A

<b>1. Welcome and Correspondence</b> - No correspondence to mailbox received for this meeting.	<b>Action taken.</b> - N/A
<p><b>2. Previous minutes, matters arising and updates on 'carried forward' items.</b> Approval of Minutes from June 2024</p> <p><u>Standard Agenda Items to be Agreed</u></p> <ul style="list-style-type: none"><li>• OPAL project – to be discussed at each meeting</li><li>• Objectives from last year to be carried forward</li><li>• Budget update – 3 times a year</li><li>• School Improvement Plan (SIP) – 3 times a year</li><li>• Community Larder/Uniform and Parent room – to be discussed at each meeting</li><li>• Travel Plan</li><li>• PTA assistance</li></ul> <p><u>Parent Council Vacancies</u></p> <p>KM discussed that the current PC vacancies need to be put out to Parent Forum based on the resignation of 3 committee members (Sheila Moore, Scott Lindsay and Fiona Hendry).</p> <p>Will also need to put out a request for a Nursery Parent Council member.</p> <p><u>School Photographer</u></p> <p>PC have looked at the tender process for the school photography service taking the cost of the school day into consideration after a consultation with the Parent Forum.</p>	<p><b>Liza Gardner approved</b></p> <p><b>To be added as standard agenda items for school year 2024/25</b></p> <p><b>Correspondence to go out to Parent Forum in September to invite parents to apply for PC.</b></p> <p><b>LG to finalise service/price comparison spreadsheet and provide to Mrs Fox.</b></p> <p><b>Mrs Fox to liaise with LG &amp; DP to confirm dates that would be suitable for meeting and LG &amp; DP to arrange attendance.</b></p>

School photos are scheduled for November time therefore this is now time critical.

LG and DP have reached out to local photographers who have provided information and costings which LG is collating into a spreadsheet. There are various packages offered by the individual photographers and also different levels of commission.

Mrs Fox has reached out to current photographer to who is open to making changes based on the school's needs.

LG suggested approaching the potential candidates and asking them to come to the school for a meeting to go through their services.

#### Torhead Drainage

On-going.

Karen (chair) proposed the question of how do we escalate this issue?

Cllr Keatt advised that after last enquiry that council acknowledged there was an issue however there was a lack of funding.

#### Traffic Plan - Parking

Ongoing issues with parking. Mrs Fox noted that decisions may need to be made surrounding the parking as there are current issues with Blue Badge parking in particular.

School can only accommodate a certain number of cars which are for staff parking, nurse drop off and pick up and blue badge holders to collect from school/nursery.

**Cllr Keatt is going to take this issue forward again and raise with SLC.**

**KM to write a letter of impact of Health and Safety.**

**LG is going to send Cllr Keatt and Cllr Toner videos of current drainage issues and both councillors will take forward.**

**Continue to monitor car park use and work with pupils and Parent Council to build School Travel Plan.**

<p><u>MUGA Pitch</u></p> <p>Cllr Keatt discussed the use of the MUGA pitch by local residents.</p> <p>Mrs Fox advised that it is temporarily closed due to issues with its after school use. It will be re-opened when the current issues have been taken into consideration and a compromise is made with the local residents on its use. Signage has been requested for the area.</p> <p>LG advised that some parents were going in and cleaning it up due to rubbish left when it was open to public. Mrs Fox will look at a bin within the MUGA taking account of fire risks.</p>	
<p><b>3. AOCB</b></p> <p>KM requiring cover for next meeting on 8<sup>th</sup> of October.</p>	

- ***Next meeting to take place on Tuesday 8<sup>th</sup> of October. It has been agreed that meetings with continue to take place on the 1<sup>st</sup> Tuesday of the month where possible.***
- ***Any points you wish to add to the next agenda can be submitted via the parent council section on the school website.***

[Parent Council – Woodhead Primary School and Nursery Class \(glowscotland.org.uk\)](http://glowscotland.org.uk)