



# Balfon Nursery & Primary School Parent Council

## Annual General Meeting

26 August 2024 at 7pm

Balfon Primary School

**Attendance:** Angus Black, Head Teacher  
 Anita Crozier - Chair, Michelle Conway - Treasurer, Emma Patrick, Claire Cattrell,  
 Sarah Catnach, Michelle Montague, Lorna Christie, Ainsley Berry, Rachel Moir.

**Apologies:** Claire McIlvenna - Secretary, Katie Graham, Amii Anderson, Lorraine Gribben

<b>1.</b>	<b>Welcome and apologies</b>
	Attendees welcomed and apologies noted.
<b>2.</b>	<b>Chairs Report</b>
	<p>Very busy year for the PC, highlight for the chair was the new reading scheme. Reading scheme have been very well received by parents and teaching staff and has been really good. PC pushed for it and raised it on the agenda but this scheme was funded by a very generous donation from a grandparent. Anita noted her thanks on behalf of PC.</p> <p><b>School Uniform</b>          PC had been pushing the agenda of uniform. Concerns had been raised about children wearing tracksuits, branded sports gear and PC have not been aware of any complaints. Children have returned to current session with uniform.</p> <p><b>Bullying Policy</b>          Parent raised the concern that there was nowhere to find information if their child has been accused of bullying. A “Frequently Asked Questions” was created in conjunction with Mr Black and PC for both what to do in the situation of your child being bullied and also for those who have concerns that their child was accused of being bullied. These can be accessed here alongside all the bullying policies. <a href="#">Bullying Policies – Balfon Primary School</a></p>
<b>3.</b>	<b>Events</b>
	<p>The Halloween discos were a great success.</p> <p><b>Christmas Parties/ Events</b>          The Mrs. Clause event was a success and ticket sales went very well, however the older event was not as well supported at the start and perhaps need to think what the older kids want, how we market events. PC try to be inclusive and ensure that events will suit as many children as possible.</p> <p><b>End of Term Fun Day</b>          This was unable to run this year due to the lack of available volunteers.</p> <p><b>Race Night</b>          It was disappointing that this did not go ahead due to poor ticket sales, which resulted in money and time lost. Did get fantastic gifts/ prizes from local businesses which were moved forward to the very successful summer raffle.</p> <p><b>Current Focus</b>          Crossing situation. Crossing patrols will no longer be there. PC will continue to work with the school on road safety issues- travelling to school- limit cars and encourage walking to support safety.</p>

<b>4.</b>	<b>Treasurer Report</b>
	Anita gave thanks to Emma for the Bonus Ball and Rachel for running the 10K event.
	Michelle shared a summary of last year's statement of accounts and an overview of Fundraising Income and Expenditure on school events and PC events.

**Balfron Primary Parent Council**

**Statement of Balances as at**

**For the period from 01/08/2023 to 31/07/2024**

	<b>2023/2024</b>	<b>2022/2023</b>
Opening Balance	3,129.10	1,589.90
Surplus/(Deficit)	372.34	- 208.45
<b>Bank Balance at the end of the year</b>	<b>2,985.85</b>	<b>3,129.10</b>
Cash Float at year end	75.90	-
<b>Cash and Bank Balances at the end of the year</b>	<b>3,061.75</b>	<b>3,129.10</b>

**Balfron Primary School Parent Council**

**Receipts and Payment Accounts**

**For the period from 23/08/2022 to 14/08/2023**

**GBP**

<b><u>Income</u></b>	<b><u>2023/2024</u></b>
Bonus Ball	£1,368.00
Additional Bonus Ball	£124.00
Easy Fundraising	£380.10
Christmas Cards	£257.78
Halloween Disco	£343.79
Christmas Movie Night and Raffle	£0.00
Mrs Clause & Disco	£1,177.58
10K Café	£649.11
10K Fun Run	£254.53
Casino Night	£0.00
Race Night	-£26.53
Sports Day	£4.89
Summer End of Term Fun Afternoon	£1,259.38
Donations	£5,387.50
<b>Total Income (profit)</b>	<b>£11,180.13</b>
<b>Outgoings</b>	<b>£11,340.62</b>

**Surplus/Deficit at Year End**

**-£160.49**

<b>5.</b>	<b>Head Teachers Report</b>
	<p>Angus acknowledged and thanked the PC for all of its work over the past year, not just through fundraising but also the ongoing discussions and dialogue. Balfron PS feels supported by the work of the Parent Council.</p> <p>The new school year has started positively with all pupils.</p> <p>The school roll has, as expected, fallen to around 160 P1-P7 pupils and a further 25-30 in the nursery. Classes in P1-P7 have therefore been organised into seven classes, down from eight classes in 2023/2024.</p> <p>A reduced school roll results in a smaller resource and staffing budget. This year there is also a small teaching commitment for both Headteacher and Depute Headteacher, in addition to their daily leadership roles.</p> <p>The primary school will link with Balfron High's art department to create permanent banners to help increase awareness around road safety, within the context of pedestrian crossings replacing current crossing patrols. A class/ group of children will link with the Art department on this project. Support from the Parent Council on funding for one of the banners will be sought.</p> <p>A recent playground ROSPA report has identified some repair work required on the Trim Trail play equipment. While the repairs are not immediate, they do require a plan for implementation.</p> <p>Initial investigations around costings indicate that basic repairs will be £3655</p> <p>The Trim Trail was originally installed through a Parent Council project around 15 years ago and schools do not have budgets for these types of equipment maintenance but do have the responsibility to ensure their safety. The Balance Beam and swinging steps are the two areas which have been identified in the ROSPA report which will first require attention.</p> <p>It is unclear how much longevity would be provided to the existing Trim Trail if basic repairs were implemented.</p> <p>Discussion then followed on the possibility of repairing/replacing with longevity in mind.</p> <p>Angus explained that work can only be carried out by Stirling Council's approved contract system/planned maintenance. Parent Council attendees agreed that it would be helpful to know the associated costs of longer term repairs. Angus feels that might be something which requires funding over the next few years.</p> <p>This will be the first time that there has been significant spend since the Trim trail was built. It is well played with, accessible and very popular with pupils. One parent described how Buchlyvie received funding through the Stirling and Bridge of Allan round table after securing a grant application for the installation of their trail equipment.</p> <p>Any future funding allocations from the Balfron 10K to the school could be directed towards the Trim Trail repairs and it should also be noted that bark and membrane will also be additional costs.</p>
<b>6.</b>	<b>School Accounts</b>
	Rachel Moir has volunteered to audit the School accounts again this year.
<b>7.</b>	<b>Parent Council Committee</b>
	<p>Anita is the current Chair but will be stepping down from this role. Anita has indicated that she is still happy to be involved in Parent Council activity.</p> <p>Amii Anderson is the current Vice Chair and is stepping down from this role.</p> <p>Michelle Conway is the current Treasurer and will be stepping down from this role.</p> <p>A new Parent Council Committee was voted and agreed:</p> <p><b>Roles</b> Michelle Conway and Lorna Christie – Joint Chairs.</p>

	Rachel Moir is the new Treasurer Claire McIlvenna will continue her role as Secretary. Claire Cattrell has taken on the role of social media content creator
<b>8.</b>	<b>Any Other Business</b>
	A parent raised concern that to date there has been no policeman stationed or visible outside the school since the school returned during the busy morning /afternoon crossings.
<b>9.</b>	<b>Next Meeting</b>
	The next meeting of the Balfron Nursery & Primary School Parent Council will be on Monday 9 <sup>th</sup> September at 7pm within Balfron Primary School.

**Parent Council Annual General Meeting  
26 August 2024 at 7pm  
Balfron Primary School**

**August 2024  
ADDENDUM TO MINUTES**

**Item 4 – Treasurers Report**

The information was incorrectly reported at the meeting due to a calculation error on the spreadsheet. These have now been updated. Please note the amendments below:

