**Friends of Melrose Primary School**

**MINUTES OF THE FRIENDS OF MELROSE PRIMARY SCHOOL**

**Extraordinary General Meeting**

**Held on Wednesday 21stNovember 2018 7pm**

**Present:**

Sam Whiting (Chair), Lori Thomson, Gilly Innes (Head), Caroline Santini, Chhaya Patel, Tom Presslie, Kerry Wright, Craig Wheelans, Michael Moore, Amanda Robinson, Dawn Fernie

1. **Chair’s Welcome**

The Chair welcomed everyone to the meeting.

1. **Appologies**

Gilly Innes

1. **Approval of minutes of previous meeting**

The Group approved the minutes of the previous meeting.

1. **Matters Arising:-**

All actions from the previous meeting were confirmed as complete

**Friends of Melrose Primary School**

The Group discussed the name as it had come to light that a previous Group had been established a number of years ago called the Friends of Melrose Primary School and included members of the local community.

The Group agreed to retain the name and use it as an opportunity to re-engage with the local community.

**Christmas Market Place**

Plans are progressing for the Christmas fund raising event. A number of changes are planned this year to help things run smoothly and reduce congestion including use of the Big Space. To ensure a safer end to the day, children will return to their normal class room at 3pm.

The Group agreed on a price of £2 to see Santa which would cover the cost of the presents and photo as well as helping raise some money.

The event will be on 6th December 1:15pm to 3:00pm.

The Group discussed the need for helpers both for the school organised activities and the Market Stalls. Without enough helpers, market stalls would need to close.

**Action: Lori Thomson and Dawn Fernie to liaise and agree wording of a letter that Gilly will send to parent/carers to explain the changes and seek helpers.**

1. **Treasurer Report**

Kerry Wright provided an update on funds. Money had been spent on insurance, Christmas event and the gambling license required for raffle tickets. The remaining balance is £6641.21.

As in previous years, the Group agreed to fund £1500 towards a school trip.

1. **Chair Report**

There had not been a Chairs meeting since the AGM

1. **Head Teacher Report**

Melrose school cluster had been nominated for a children's and young people award and won. An award ceremony was held in Glasgow. The award recognises the excellent work that has been progressing in the Melrose school cluster.

Melrose school had won an athletics competition and were now proceeding to the final. This achievement was due in part to the equipment that had previously been funded by the Parent Council. A thank you letter had been received from P7 children for the equipment and the difference it had made for them.

1. **Appointment of office bearers**

The Group agreed to the following appointments:-

Chair - Tom Presslie

Vice Chair - Craig Wheelans

Secretary - Vacant

1. **Any other Business**

Tom Presslie raised concerns about the impact of social media and access to certain internet content on children and suggested raising the profile of the issue with children and parents on World Internet Day in February 2019.

The Group agreed that this would be really helpful.

**Action: Tom Presslie to liaise with the school over specific dates to attend Friday fix to talk about use of technology to children and arrange a date for an evening session for parents.**

Michael Moore asked if a schedule of meeting dates could be organised to help diary planning. The Group agreed this would be helpful.

1. **Next meeting dates of the Friends of Melrose Primary School:-**

16th January 2019 at 7:00pm

 6th March 2019 at 7:00pm

24th April 2019 at 7:00pm

12th June 2019 at 7:00pm