



Burrelton Primary School, School Road, Burrelton PH13 9NZ
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Meeting Minutes Tuesday 6th May 2025

1. Attendees:

Fiona Glass (FG) Acting Head Teacher
Vicki Wilson (VW) Acting Principal Teacher
Alastair Elliott (AE) Chairperson
Amie Mackay (AMck) Vice Chairperson
Duncan Main (DM) Treasurer
Anastasia Mitchell (AM) Secretary
Becca McDonald (BM) Committee Member
Louise Allen (LA) Committee Member

2. Apologies:

Michelle Murray – Committee Member

3. Minutes from Last Meeting:

No amendments.

4. Finance

There is £2310.00 in the Parent Council fund currently.

£1100 was received for the school from the PB Locality Fund.
 This term's gift cards were provided this week to the school.
 £803 is to be paid to the school for the Parent Council's
 contribution to the whole school trip to the Belmont Centre.

5. Head Teacher Report

Staffing		• We have a full teaching staff compliment. • It is likely that the AHT position will be extended, but I'm waiting for confirmation from HR. • Mrs. Karen Jamieson is off sick, and it is unlikely that she will return before the end of the term. • Miss Whitney West has handed in her resignation and her final day in school is 30 May. Miss West is moving to another job within the council, and we wish her all the best. Miss Heather Jackson will return to work at the end of her maternity leave entitlement in August.
School Budget		• School Fund – £1050.78. £629.47 in general with all other columns committed for e.g., new microphones, yearbook etc. • 25/26 budget still to be finalised. • PEF – budget still to be finalised
Diary dates		• Tuesday 6 May - Friday 9 May - Health week • Thursday 8 May - P7 Transition event @ Perth Academy • Wednesday 14 May - P7 Transition event @ Blairgowrie High School • Thursday 15 May - Cricket Festival @ Meigle TBC • Friday 16 May - Inter-school sports event @ Collace Primary • Monday 19 May - Open Evening @ Perth Academy for P7s, 6-8pm, TBC • Wednesday 21 May - P3/4 tennis tournament @ Blairgowrie Tennis Courts • Thursday 22 May - Small Schools Transition Event for Blairgowrie High School @ Alyth Den - TBC • Saturday 24 - Saturday 31 May - Parent Council Charity Shop • Wednesday 28 May - Cluster Sports at Blairgowrie Community Campus • Thursday 29 May - P7 Transition event @ Blairgowrie High School TBC • Friday 30 May - Monday 2 June - P6/7 Residential trip

		to Dalguise • Thursday 5 and Friday 6 June - P7/S1 PKC Induction days • Monday 9 June - Whole school BBQ and Sports Day • Tuesday 10 June - P7 Big Day Out @ Wild Shore • Friday 13 June - Follow the Band @ Perth Concert Hall P4-7 • Thursday 19 June - Whole School Trip to Belmont Centre • Wednesday 25 June 2pm – End of term service @ Cargill Burrelton Church TBC • Thursday 26 June - 12pm - End of Term 4
School Improvement Plan		• <i>Literacy writing – Stephen Graham work continuing, needs a refresh with change of staff</i> • <i>Listening and talking – Skills being taught through cross curricular areas. Lots of visitors in this week so having to listen to a variety of different people/styles etc.</i> • <i>HWB – Health week focus this term.</i>

6. Fundraising:

The Charity Shop has been cancelled as we were unable to secure enough support from the wider school community in order to be able to open it.

Possible ways to raise funds were discussed, a Fun Day was suggested by LA who has a contact (Bruce Entertainments) who does this. LA will contact them to discuss. FG advised it is fine with her to use the school playground but will check that this is allowed with her Line Manager.

7. AOB

Everyone has a copy of the Parent Council Constitution, we all agreed to read and review this and communicate via email if we felt anything needed to be changed.

P7 Leavers gifts, scientific calculators were suggested as a good gift if we cannot provide tie's. FG will ask Miss West to find out if the children will receive ties from their new schools or if we can give them to them.

It was suggested to share the link to Easy Fundraising again within the wider school community.

Photos of pupils with the picnic benches that were donated will be taken in order to share online our thanks to the sponsors.

LA raised the possibility of having iron on school badges that parents could put on children's uniforms. LA will get information for this and feedback.

Uniform swap shop arranged for 17th & 18th June 14:45 – 15:15 for parents and carer's. AMck and AN will run this on both days.

Next Meeting: Annual General Meeting Tuesday 9th September @ 17:30