



**OUR LADY'S RC PRIMARY SCHOOL
SCHOOL FUND COMMITTEE MEETING
2nd October 2020**

Lynne Mendes: Chairperson
Jillian Bruce: Treasurer
Deirdre Scott: Secretary
Linda Taylor: Parent Representative

		ACTION REQUIRED BY																																						
	<p>LM welcomed everyone to the Teams meeting and went over the minutes from the last meeting.</p> <p>LM – Advised LT was e-mailed the School Fund Constitution, members Declaration etc., for signing. All other members completed constitution on return.</p>																																							
	<p>Current Funds: -</p> <p>Total Amount in School Fund RBS Account:</p> <p><u>Breakdown:-</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>General Fund</td><td style="text-align: right;">£2,902.82</td></tr> <tr><td>Charity</td><td style="text-align: right;">£60.72</td></tr> <tr><td>P7 School Trip - Dalguise</td><td style="text-align: right;">£0.00</td></tr> <tr><td>Nursery Snack</td><td style="text-align: right;">£181.03</td></tr> <tr><td>Nursery Fund</td><td style="text-align: right;">£877.86</td></tr> <tr><td>Parent Pay Fees</td><td style="text-align: right; color: red;">-£12.75</td></tr> <tr><td>Theatre Trip</td><td style="text-align: right; color: red;">-£425.50</td></tr> <tr><td>P7 Leavers'</td><td style="text-align: right;">£0.00</td></tr> <tr><td>Nursery Trip</td><td style="text-align: right;">£28.25</td></tr> <tr><td>P3 Trip to Stirling</td><td style="text-align: right; color: red;">-£41.25</td></tr> <tr><td>P1 – P7 Christmas Show</td><td style="text-align: right;">£686.00</td></tr> <tr><td>Nursery Christmas Show</td><td style="text-align: right;">£162.00</td></tr> <tr><td>Calendar Sales</td><td style="text-align: right;">£334.50</td></tr> <tr><td>P2 & P3/4 Trip to Glasgow</td><td style="text-align: right;">£71.05</td></tr> <tr><td>P7 Secondary School Ties</td><td style="text-align: right;">48.00</td></tr> <tr><td> </td><td></td></tr> <tr><td>RBS A/C TOTAL</td><td style="text-align: right;">£4,845.73</td></tr> <tr><td>CASH TOTAL</td><td style="text-align: right;">£0.00</td></tr> <tr><td>TOTAL SCHOOL FUND</td><td style="text-align: right;">£4,845.73</td></tr> </table>	General Fund	£2,902.82	Charity	£60.72	P7 School Trip - Dalguise	£0.00	Nursery Snack	£181.03	Nursery Fund	£877.86	Parent Pay Fees	-£12.75	Theatre Trip	-£425.50	P7 Leavers'	£0.00	Nursery Trip	£28.25	P3 Trip to Stirling	-£41.25	P1 – P7 Christmas Show	£686.00	Nursery Christmas Show	£162.00	Calendar Sales	£334.50	P2 & P3/4 Trip to Glasgow	£71.05	P7 Secondary School Ties	48.00	 		RBS A/C TOTAL	£4,845.73	CASH TOTAL	£0.00	TOTAL SCHOOL FUND	£4,845.73	
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	SPENDING PLAN	
General Fund	<p>General Fund: £ 2,902.82</p> <p>Class resources to support children's learning will be purchased from this fund.</p> <p><u>Income into the fund recently included:</u> Easyfund Raising: £16.86 Pencils for Individual Pupil Class Packs: £318.40</p> <p><u>Expenditure out of the fund recently included:</u> Autograph Books - P7 leavers £98.27</p>	
Charity	<p>£60.72</p> <p><u>Income into the fund recently included</u> P6 Fundraiser for Missio : £60.72</p> <p><u>Expenditure out of the fund recently included:</u> Cheque to be issued to Missio sum of £60.72</p>	JB
Dalguise	<p>P7 Dalguise : £0.00</p> <p>Due to the current situation regarding Covid19, the Scottish Government has advised that schools should not attend/participate in any residential trips.</p> <p>PGL have retained the non-refundable deposit and therefore school has processed a claim through travel insurers.</p> <p>Parents have been returned all other monies a total of £1,640.00 has been refunded so far pending outcome of travel claim.</p>	JB
Nursery Snack Fund	<p>Nursery Snack: £181.03</p> <p>Snack Cost: £1.50 per week. Parents pay via parentpay and have the option to pay a one-off payment, weekly or monthly.</p> <p>Due to school closure in March 2020, parents who had paid snack money past Friday 20th March 2020 were given a refund via parentpay.</p> <p>Total Snack Money returned: £176.00</p> <p>As we have now commenced the new 1140 Nursery Sessions, snack is now provided by Tayside Contracts and parents are no longer required to contribute.</p>	JB

	It is proposed that remaining money in this budget heading should be moved to Nursery Toy Fund and resources purchased with same.	
Nursery Toy Fund	<p>Nursery Toy Fund: £877.86</p> <p>Due to school closure in March 2020, parents who had paid toy fund money past Friday 20th March 2020 were given a refund via parentpay.</p> <p>Total Toy Fund Money Returned: £126.00</p> <p>As we have now commenced the new 1100 Nursery Sessions, Perth and Kinross Council have advised that no fees should be requested from parents and nursery should be free to all.</p> <p>Nursery have compiled a list of resources (toys) required and these goods should be received very soon.</p>	Nursery
Parentpay Fee	<p>£ -12.75</p> <p>Parentpay fees are reimbursed by PKC</p>	
Theatre Trip	<p>-£452.00</p> <p>We again had the opportunity to visit Pitlochry Theatre and the Production of - A Christmas Carol</p> <p>Cost of Visit: -</p> <p>Tickets cost: £7.50 per child – Payable on parentpay $£7.50 \times 214 = £1,605.00$</p> <p>Transport Quotes £1,400.00</p> <p>Pitlochry Theatre have generously increased their offered to covering 20% of transport costs and are giving the school £1,000.00 towards the costs.</p> <p>The school also received a donation from a member of our community in the sum of £200.00.</p> <p>Common Good Funding has been received by the Parent Council in respect of the remainder of this trip. Parent Council to transfer funds to Our Lady's School Fund Bank Account.</p>	JB
Nursery Trip	<p>£28.25</p> <p>This amount was carried forward from previous year and it is proposed that this amount is transferred to Nursery Toy Fund and resources purchased.</p>	JB

<p>P3 to Stirling Castle</p>	<p>£-41.25</p> <p>Two mini buses were organised to transport children to the venue. The school organised a driver and authority mini bus to take some of the children. A further mini bus was hired from WeGo and this incurred a charged of £165.00. The Scottish Heritage agreed to cover some of the costs involved and have advised they would contribute £123.75 towards our transport. The remaining £41.25 will be covered from funding received from PKC as stated above under general fund.</p> <p>Funding has now been received from Scottish Heritage and as previously agreed Jillian will transfer £41.25 from general fund to cover the deficit of £-41.25.</p>	<p>JB</p>
<p>P1 - P7 Christmas Show</p>	<p>£686.00</p> <p>Was raised for the school fund through the sale of Christmas Show Tickets.</p> <p>The funds raised on this occasion will be used towards and outdoor shelter/outdoor resources.</p>	<p>SMT</p>
<p>Nursery Show</p>	<p>£168.00</p> <p>Was raised for the nursery through the sale of Christmas Show Tickets.</p> <p>The funds will be used towards outdoor resources.</p>	<p>Nursery</p>
<p>School Calendar</p>	<p>£334.50</p> <p>The above amount was raised for school funds following the sale of our school calendar.</p> <p>The funds raised on this occasion will be used towards and outdoor shelter/outdoor resources.</p>	<p>SMT</p>
<p>P2 & P3/4 Trip</p>	<p>£71.05</p> <p>Primary 2 visited Glasgow Transport Museum and Primary 3/4 visited Glasgow Science Centre before the lockdown.</p> <p>Primary 2 Parents were asked to contribute £7.27 towards the cost of this trip which covered the venue fees and transport costs.</p> <p>P3/4 held a cake and candy sale which raised £206.48 towards their trip. Glasgow Science Centre also provided us with funding towards P3/4's transport costs in the sum of £112.50. After all costs were paid etc., P3/4 were left with a profit of £71.05.</p> <p>The children will have the opportunity to decide how the profit will be spent.</p>	<p>P4/5</p>

School Ties	<p>£48.00</p> <p>P7 pupils are normally asked to pay for secondary school ties which are presented at their Leavers Assembly. The assembly did not go ahead this year but children who paid for ties were presented with same on Friday 26th June 2020.</p> <p>Ties were purchased from St John's and we are currently waiting for an invoice in respect of same.</p>	JB
Further discussions	Any Other Business - No other business discussed	
Date of Next Meeting	Date of Next Meeting - Early Next Term.	LM