

**Abernethy Primary School  
School Fund meeting**

**Date : 6 October 2021**

**Suz McKenzie (SM), Emma Roe (ER)**

**Apologies: Morag Hodgkinson (MH)**

	Discussion	Action
Committee Admin	<ol style="list-style-type: none"> <li>1. Constitution was reviewed &amp; signed by committee members</li> <li>2. Committee Member Declaration Forms signed</li> <li>3. Discussed additional members &amp; that this had not occurred in the end for 19/20 no 20/21.</li> </ol>	<p>ER to liaise with MH to discuss and arrange signing of constitution &amp; declaration forms</p> <p>ER to ask if 1 member of support staff could attend</p>
Previous Minutes / outstanding Actions	Due to Covid-19 and a very hectic end to session 2020-21, there had not been a SF meeting since January 2021.	It was agreed to start with a complete review of what was held in SF
School Fund Overview	<p>ER updated on current funds.</p> <p><b>SF Petty Cash</b> closed May 21 and arrangements made to pay into bank account. No cash handling is currently allowed and it is not anticipated that this will be reversed.</p>	n/a

	<b>Current SF Totals: £2636</b>	
	<b>General Fund           £314.00</b> Some of general fund had been used to clear any fund groups that were a debit at the end of 20/21.	Currently keep as "reserve" money - accelerated reader may be more than the fundraising total. If still not spent later in schoolyear may use for pupil computer.
	<b>Trips                       £70.00</b> Stirling Castle trip from 19/20 session was no longer going to be charged to us, therefore trips now in credit as package updated.	Keep as reserve for future trips
	<b>Eco                         £146.00</b> Previous thoughts had been to purchase a bench/table for playground. However, this amount does not cover the cost	As there is no ECO committee anymore this will be used in the spring term for gardening resources.
	<b>Dalguise                 £30.00</b> Pupil SM refund - had paid in cash so PKC had to deal with refund. Awaiting SF invoice to confirm this has been paid.	No action required.
	<b>Fundraising - PS    £1669.00</b> Literacy Focus - Accelerated reader/new text books	To be reviewed at next SF meeting. Still to be used for accelerated reader.
	<b>J-Rock                   £193.00</b> Had been kept to incase "Rock Challenge" restarted.	ER to email JRock leaders, Lara Robertson & Jack Simpson, regarding donating to a community project/group.

	<b>Enterprise</b> <b>£180.00</b>	ER to email P6/7 teachers regarding something specific for their classrooms
	<b>Burns Supper</b> <b>£40.00</b> Burns supper from 19/20 session - Tayside Contracts are no longer going send invoice for staff, therefore "Burns supper" now in credit as package updated.	Keep for this years Burns supper
	<b>P7 Activities</b> <b>£44.00</b> Education Trust Award - to be used for P7 end of year activities	No action required
Date of Next Meeting	9 November 2021	

Signed: \_\_\_\_\_ Suz McKenzie  
 \_\_\_\_\_ Morag Hodgkinson  
 \_\_\_\_\_ Emma Roe