

Robert Owen Memorial Primary School Parent Council.

Minutes of the meeting held via Zoom at 19:30 on 6th October 2021

1. Welcome all

Present

Kathryn Gartshore (Chair), Bronwen Stewart (scribe), Gareth Brown, Mrs. Thomson (Head), Miss Crookes, Christopher Kennedy, Gemma Good, Fiona Barr, Kirsty Gray, Victoria Day, Erica Baillie, Jenni Smith, Claire Frood

Apologies

Catriona Murdoch, Claire Orr, Fiona Rogerson, Ina Marshall, Laura Black, Lis McNally, Susan Girvan, Vicky Waugh, Miss McAllister, Annie Smith, Gillian Drummond and Mrs Allan.

2. Agreement of September minute.

Proposed: Gareth Brown.

Seconded: Christopher Kennedy

The meeting agreed minutes will be circulated to parent council group for amendment and then if no amendments they will be shared with the wider parent forum to assist with information sharing. The minutes will be proposed and seconded at the meeting. The meeting also agreed minutes will record general decisions rather than specific details.

Kathryn thanked Jenn Fisher for organising and cancelling the lets as we continue to meet online at present.

Parent Council Business

3. Finance Updates

The bank account is unchanged. Fiona Lawn has signed off accounts. Copy of this audit is available for review. Kathryn thanked Gareth for arranging the audit and thanked Fiona for giving her time to complete the audit

4. Fundraising updates and planning

2021 miles

Kathryn advised this had been put together by a small group to get it organised and completed prior to the school holiday in October. Kathryn thanked all who contributed and those who have been tallying the miles on a weekly basis. The challenge will finish on Friday and final numbers will be advised after the holiday. As of 6th October; 1423 miles were completed and only just over 600 miles to complete the target. Kathryn asked any parent council members to encourage families to take part. Gareth will collect the money on Friday and tally up and final announcements will be made after the October week holiday. Positive comments regarding the miles challenge have been received.

Halloween Coin Picture

This will take place after school holiday. Fiona Barra and Gemma Good will design a poster for the classes and for carers. The focus will be on copper coins. These will be completed on Friday the 29th and judged on Monday the 1st November with the prize for each zone being hot chocolate and s'mores. Kathryn and Fiona Barr will judge and the prize will be provided the week of the 1st November.

Borders Biscuits

Kathryn is in contact with Rotary and our school will be able to take part in selling biscuits. The flyers and forms will just need to be updated. The meeting agreed to keep it that the orders will be placed by email and payment by online transfer with weekly delivery arranged following orders. Flyers and forms will be updated and ready to send out hopefully after the holidays. Can any volunteers for delivery please email Kathryn to indicate your willingness to help. A GDPR note will be sent out with the form to ensure we are kept right with GDPR regulations.

Gift Sale

Mrs Thomson advised gift sale can go ahead outside under cover in the new build next to the MUGA. Kathryn will coordinate existing stock and will need a group to help with sourcing additional stock. Card making supplies or alternative may need to be made in classes depending on weather. Date agreed was Tuesday the 30th November to allow for reminders on Monday from school. If you are willing to help, please contact Kathryn. Further discussion and final arrangements can take place at the November meeting.

5. Commitments for 2021/2022

The Parent council usually contributes to decreasing the cost of the pantomime, provides a gift for new P1 and P7 leavers, pays the deposit for the school yearbook and contributes to a Christmas gift for the classes if possible. The last year has been different for fundraising and commitments. The miles challenge was advertised to raise money towards the pantomime (whether that be in person at the Memorial Hall or virtual in class as was provided last year.) There was no objection to this suggestion in the email discussion and the meeting agreed the pantomime contribution would be confirmed at the next meeting once we know the funds raised from the miles challenge. The meeting agreed the top priorities will be to contribute to the panto, contribute £150 to the yearbook, provide a gift for the P1 entrants and P7 leavers in the summer term and provide a treat for the children at Christmas. Previously we have paid the bus cost for the P7 treat, this contribution will be reviewed nearer the time.

6. Other fundraising considerations

Donations

The previous meeting did discuss donations but did not reach a consensus and it was not voted on. An appeal for donations was not included in the last newsletter. A full discussion regarding an appeal for donations was had during the meeting and many opinions were expressed. Everyone was encouraged to share their opinion and Kathryn thanked everyone for contributing to the discussion. The meeting took a vote and 3 voted for asking directly for donations and 6 voted against asking directly for donations

From the discussion parental engagement, community spirit, cost of the school day and time pressure are all issues that the parent council is concerned with.

External Funding

This has not been pursued at present as usually requires a specific project and community engagement both of which are challenging at present.

Charitable Status.

This was not discussed due to time pressure and will require a focused meeting. Links discussing the issue are added below for members to review if they wish to do so. This will be on a further meeting agenda. Kathryn has also received information from the parent Forum of Scotland on this issue.

<https://education.gov.scot/parentzone/getting-involved/parent-councils/parent-councils-accounts-and-fundraising/#:~:text=A%20Parent%20Council%20will%20be%20able%20to%20obtain,other wise%20disqualify%20it%20from%20being%20considered%20a%20charity.>

<https://www.oscr.org.uk/becoming-a-charity/thinking-about-becoming-a-charity/>

https://webdisk.connect.scot/application/files/9615/1464/1590/E_CO3_Thinking_About_Becoming_a_Charity.pdf

7. Parental engagement

The newsletter was sent out and regular newsletters is one strategy to engage with parents. Parent engagement remains a focus of the parent council and is considered in all activities to involve families and to build the community spirit of the school.

8. School Business

Updates

Mrs Thomson gave a brief update regarding the school and encouraged all parent forum members to vote in the Participatory budget link as sent out to parents. The results will be communicated once they have been collated.

The loose materials area has been finalised and donations of any loose materials will be very welcome.

School improvement team will be returning in the near future if you have any ideas or wish to contribute, please contact Mrs Thomson.

Active agenda

None

Kathryn thanked everyone for contributing to the meeting and asked them to look out for emails for helping with borders biscuits, gift sale and details of the coin picture. She also thanked everyone for offering the various views and the support all the members give the school.

Meeting closed at 21:03

Next Meeting on 11th November 2021