

School Fund Committee Meeting

Wednesday 21st November 2018

Attendees: F Whittet (Chair Person)

B Murray (Treasurer)

K Crossley (Committee Member)

- A financial statement was presented at the meeting to all attendees.
- The constitution was amended at the meeting and the Chairperson now has the authority to spend £150 without seeking approval from the committee. It was also amended that the school fund meetings can go ahead with only 2 members present. All signatories signed the amended constitution.
- The general fund is currently sitting with a balance of £1,125.84. This is after we bought talking photo albums, a listening centre and a 6 way stereo junction box for the children. It was also agreed by the committee that £100 would come from the general fund to cover the cost of the bus for the P1/2 trip to Deep Sea World, as the total cost of the bus was £300.
- Parent Pay charges fund is sitting at a balance of -£10.71. BM advised that this will be refunded back to us by the council.
- Nursery Snack Fund is sitting at a balance of £367.39. BM advised the committee that this is due to errors with Tayside Contracts invoices for snack from the 17/18 package that Mia, the schools finance officer had to amend. It was discussed by the committee that this money will be spent on snack for the children and for food and drink for the nurseries family sing along for Christmas. KC mentioned that we could buy bacon rolls and home baking from Tayside Contracts as a treat for Christmas and also purchase some fruit from our usual supplier Martin Fruit Bazaar.
- Nursery Toy currently has a balance of £5.90. BM mentioned that there aren't a lot of the nursery parents contributing towards the toy fund. It was discussed that the nursery has just recently bought a rug for the nursery using the toy fund.
- Tuck shop is sitting at a balance of £102.57. It was discussed that the tuck shop is well used. FW mentioned that we will use £20 from tuck shop income to buy lollies for the day of the panto. This will apply to the children who are going to the panto and also children who are not going.
- Museum P3/4 trip fund is sitting at a balance of £76.00. BM mentioned that this was from last year's school fund package and the schools finance officer amended it and it was put through DSM. BM said this will be cleared from the package once she sends the package to the finance officer to amend.

- Save the Children fund is sitting at a balance of £682.28. KC and FW advised that £400 of this money will be for Wioletta who is helping with Save the Children. £100 of the money is for spending on food and the other £182 will be for Wioletta and Vharie to buy resources for when they require them.
- The Christmas Card Design order fund is sitting at a balance of £153.62. BM discussed that this was profit that the school received after the orders were purchased by the families. It was agreed by the committee that this profit was going to be used to buy Christmas craft materials for the classes. Each class will receive £20 each to buy the Christmas materials they require for their class.
- The sponsor money fund is sitting at a balance of £226.20. This is left over money raised from the sponsored health week. It was agreed by the committee that this money is going to be used to buy listening centres and 6 way stereo junction boxes for the other 4 classes, as P1/2 have already had one bought for them. BM is going to order.
- Deep Sea World trip fund has a balance of -£4.00. BM advised committee that this was because we are waiting on the collection service statement from Parent Pay to be run and then this balance will be cleared.
- The Poppy collection fund is currently sitting at a balance of -£61.48. BM advised the committee that this will be cleared when BM does the school banking which will be the end of this week. This is a negative balance because BM had to send out the cheque to Poppy Scotland before she had banked the collection money.
- The trips fund has a balance of £800.00. BM advised that this is money kindly gifted to us from our Parent Council to help cover the cost of school trips. The total cost given to the school was £1000. P1/2 has already had their £200 to cover their cost of the Deep Sea World Trip that they went on last week.
- It was agreed that the next committee meeting will be held on Wednesday 9th January 2018.