

## School Fund Committee Meeting

Wednesday 21<sup>st</sup> June 2017

**Attendees: Brittany Murray (Treasurer)**

**Kim Crossley (Committee Member)**

**Margaret Donaghy (Chair Person)**

- It was noted that there is a total balance of £1,389.12 in the school fund bank account.
- It was agreed that the £1,127.25 in the trips fund can get moved to the general fund as trip fund is not required. All trips now have a separate fund. Once transferred to general fund, this will be used to clear the deficits of Ski trip, Dalguise and Verdant Works trip. Now leaving £230.21.
- It was discussed that in future all trips must be planned out using EVOLVE and authorised by SMT before any provisional bookings are made. Full costings need to be outlined in advance before any communication with parents and children.
- Due to increased ratios for Dalguise the final cost was more than expected, therefore the fund is now in a deficit.
- BM to speak to the finance officer about £183.89 in uniform fund. It was discussed whether it can be moved to the general fund.
- Nursery snack fund is sitting at £108.47. BM will seek advice on whether we can return to purchasing snack at a cheaper cost out with Tayside Contracts.
- Nursery toy fund is sitting at £89.86. It was discussed that the toy fund can be a carry forward to next terms budget.
- From next session, children in the nursery with full time hours in nursery will be required to pay additional snack money because they are in receipt of 2 snacks per day. Price will be negotiated with nursery staff.
- The nurseries Radio Tay Grant fund is sitting at £286.20, it was agreed that this money can now be spent.
- Tuck shop fund is sitting at £37.57. Mrs Howgate goes for a tuck shop every Wednesday.
- Parent Pay fund is sitting at £-1.19, which is parent pay charges. This money gets refunded to us from Perth and Kinross Council.
- Charity fund is sitting at £-1.00, BM explained this was because there was £1.00 extra in the charity fund.
- BM to speak to KK about £-14.26 for tempest.

- BM to look at (10) tickets fund to see why we have £9.30 in that fund. Look to see whether it can get moved to the general fund.
- BM to speak to KK about Dalguise trip funds and to see why we are in £-50.00.
- BM to speak to Andrew regarding P7 ski trip in a minus of £306.00.
- BM to speak with ER about Museum and Lego exhibition trip as £76.00 is still sitting in the fund (14).
- It was noted that the Verdant Works trip fund is sitting at £-224.00. BM is waiting on a credit of £150 from the Verdant Works that was to go towards the cost of the bus. This would mean that the school fund will only need to put £74.00 towards the costing.
- BM to check about prize giving for p7 leavers. Scientific calculator.
- BM, KC and MD discussed and agreed previous minute.
- Fund number 16 which was for the nursery to go to Bells Sports Centre Soft Play is sitting at £0.00