

## School Fund Committee Meeting

**Date of meeting: 30/03/2017**

**Present at the meeting: P. Ferguson (Chair Person)**

**B. Murray (Treasurer)**

**K. Dormer (Committee Member)**

- It was noted at the meeting that there was a total balance of £2,743.96 in the school fund bank account.
- It was discussed that it appears from expenditure still to remove from the school fund that the actual balance is more in the region of £1,400. The current level of spending is unsustainable and the committee recommends that significant fundraising is undertaken so that children can continue to have subsidies.
- The balance has been significantly reduced recently since the purchase of 5 x iPad's for use with the children.
- It was noted that £1,500 was moved from the trips fund to the general fund. Headteacher approved as it was unknown money.
- There is £155.24 in nursery snack fund. Some families have not paid snack, whilst others are rigorous. Headteacher will write to families with outstanding balances.
- There is £51.87 in nursery toy fund. The nursery is finding it difficult to get the funding to purchase new bicycle helmets for the children.
- There is a balance of £298.70 for the Radio Tay Grant. School accountant has advised Headteacher to leave intact at the moment.
- The school receives a small numeration from tempest photographer.
- Part of the school fund bank balance represents payment of P7 residential trip. This money will go directly to Live Active to pay for accommodation, transport, equipment and instruction.
- The committee agreed to allocate £500 to replacement of cycle equipment and development of play ranger opportunities. Cycle helmets have reached the end of their life span and will now have to be replaced. Bicycles must be serviced annually.
- £100 is being allocated to sports day for medals, etc.
- It was agreed that £150 should be allocated to prize giving.
- The fund committee agreed that following good practice, all sundry payments and cash handling should be receipted. Staff and parents must double handle money and will take responsibility for any imbalance in funds.
- It was arranged that the next school fund committee meeting will be on **Thursday 15<sup>th</sup> June at 11am.**