

**Tarves Primary School PTA & School Council Meeting**  
**Minutes of Meeting**  
**Tuesday 3<sup>rd</sup> March 2020 7pm**

Present: Gill Newlands, Carol Brown, Pete Holland, Mrs Hendry, Mrs Conn, Lynne Mackay, Anna Best, Shannon Dowdles, Nick Grove-White, Marion Jamieson, Liam McKinney

Apologies: Kerry Rettie, Caroline Brown, Joanne Gourley, Pieter Van Derveuver

No	Item	Action
1	<p>Welcome</p> <p><b>It was noted at the start of this meeting that it was the same parents attending with no representation at all from the Nursery, P1 or P2 parents.</b></p> <p><b>Also it was highlighted that Caroline Brown had stepped down as PTA secretary, and as such a new secretary was required.</b></p> <p><b>POST MEETING NOTE: This role has since been filled by Lynne Mackay and Anna Best splitting the role.</b></p>	INFO
2	<p>Financial Report; <b>High level overview given by Treasurer.</b></p> <p><b>The account is looking healthys are in a good situation with £4,729.93 available to assist the school as and when required.</b></p> <p><b>The 2018/19 annual accounts have been through the auditors and fully signed off – these are available for review as required.</b></p>	SD
3	<p>Matters arising from previous minutes:</p> <ul style="list-style-type: none"> <li>• Discussion/update re Meldrum Active Kids - <b>LMK advised that note would be issued by end of this week (week 10) looking for parent volunteers to take over a pupil group outside of school hours.</b></li> <li>• Halloween 30<sup>th</sup> Oct TBC. DJ: Ray Still provisionally booked for 30<sup>th</sup> Oct £85. – Need to confirm post meeting. <b>LMK to confirm DJ for the 30<sup>th</sup> Oct.</b> Hall currently booked by Gary Shaw for football – need to see if he will release / we change date? <b>NG-W has liaised with Gary Shaw who has allowed the school to take over this date – which was greatly appreciated.</b></li> <li>• AFC Football match 4<sup>th</sup> April – <b>Unfortunately this match has now been moved to Friday the 3<sup>rd</sup> April – which is a shame as we have ~30 x persons looking to attend this match. As yet – it is unclear what games AFC will have post the season split but LMK to keep an eye out for games and dates to hopefully still make this happen in the 2019/20 season.</b></li> </ul>	<p>LMK</p> <p>LMK</p> <p>LMK</p> <p>LMK</p>
3	<p>Beetle Drive Review - <b>General consensus was that it was a good night and well supported. The event made £156 for the PTA funds – but to be clear this is not the reason for running this, it's about getting pupils and</b></p>	INFO

	<p>parents to meet up outside the school environment and have a good time. With the object being met.</p> <p>All equipment for this event is now back at the school ready for next year.</p>	
4	<p>Race Night update – <b>planned for Sat. 7<sup>th</sup> March starting at 7pm</b></p> <ul style="list-style-type: none"> <li>• Need volunteers on the night – <b>Volunteers for the night are Lynne Mackay, Carol Brown, Jill Moir and Anna Best. Others will be on hand to assist as/when required.</b></li> <li>• <b>To date 44 tickets have been sold – with the venue holding 80, there are still tickets available for anyone who wished to attend. If anyone cannot get tickets on time, feel free to come along and pay at the door.</b></li> <li>• <b>So far only 14 x jockeys remain to be sold which is really good.</b></li> <li>• <b>All prizes (bottle of something) are now in place for the Horse Owners and Jockeys.</b></li> <li>• <b>The last race involves an auction for each horse. This race winner will receive 50% of the overall money raised in this race with the other 50% going to the PTA funds.</b></li> <li>• <b>Other fundraising events on the night will include £1 nearest the bottle – gin and whisky bottles as prizes.</b></li> <li>• <b>EVERYONE WELCOME.</b></li> </ul>	ALL
6	<p>Summer Fete 23<sup>rd</sup> May</p> <ul style="list-style-type: none"> <li>• <b>School will be available on the day to hold events</b></li> <li>• <b>Climbing Wall – Booked – Nick Grove White. Parents to supervise this activity are expected to include Nick Grove-White, Brian Stewart, Steve Moir, Matt McCann and Pete Best. Refresher training on this needs to be completed in advance. NG-W to coordinate with the council.</b></li> <li>• <b>Book BBQ – LMK to confirm this has been booked and reserved. Cooking activities to be completed by Ali Newlands + 3 x Other Volunteers. Need volunteers to collect money and serve drinks.</b></li> <li>• <b>Inflatable Bungee Run – Booked – Caroline/The Hut to supervise it</b></li> <li>• <b>Pipe Band / Piper – At the meeting there was some confusion about the status of the usual pipe band who open the school fete. LMK to clarify the situation with these whilst other members of the PTA to investigate alternative options. Alternative and available options should be advised by Friday 13<sup>th</sup> March.</b></li> <li>• <b>Book Ice cream van: Little Miss scoops? GN to investigate and book.</b></li> <li>• <b>Discussion of stalls – LMK to liaise with Nicki to get details of potential &amp; historical stall holders. Usually there are 10 stalls in the school canteen area and it's based on a first come first served basis.</b></li> </ul>	<p>Mrs Conn</p> <p>NG-W</p> <p>LMK</p> <p>CLOSED</p> <p>LMK</p> <p>GN</p> <p>LMK</p>



	<p>queries they may have about the school or specifically the class their child is in. Therefore going forward attempts will be made to have at least one parent/guardian representing each class at each meeting. This way they can act as the communication tool to/from the school to the rest of class group. To be clear – attendance is voluntary, but it cannot be left to continue as it is. Eventually the old guard will drip away as their kids move to secondary education and we need new blood with new ideas / views to take over the group and run with this.</p>	
8	<p>AOCB</p> <ul style="list-style-type: none"> <li>• Rag Bag? <b>This is usually organised around the Easter break. NG-W to liaise with Jane GW to organise this year again. It was noted that monies collected is based on the number of bags filled, not how much is in each bag.</b></li> <li>• Communication methods – update email consent &amp; confirm arrangements with school for best methods of contacting parents.</li> <li>• Candyfloss machine – bookings and storage. <b>With Nicki being off work, it was felt that its best that the coordination/letting of the candy floss machine is taken on by the PTA, with the machine being held at the school.</b></li> <li>• <b>Next booking is for Ellon Academy on the 6<sup>th</sup> March. Treasurer required details of user to refund the deposit when machine has been returned.</b></li> <li>• <b>The School Council and PTA constitution has been updated by MJ with final review to be concluded this week prior to acceptance.</b></li> <li>• <b>Its felt that many parent/guardians do not know what the PTA do for the school and possibly feel that they cannot attend meetings as they cannot help at specific events. LMK &amp; Mrs Conn to generate a note an disuse it to all parents/ guardians detailing what the PTA do, how they contribute to the school and what involvement entails.</b></li> </ul>	<p>NG-W</p> <p>LMK</p> <p>LMK</p> <p>LMK</p> <p>MJ</p> <p>Mrs Conn / LMK</p>
9	<p>Dates of Future Meetings:</p> <ul style="list-style-type: none"> <li>• 5<sup>th</sup> May 2020</li> <li>• 8<sup>th</sup> September 2020 AGM</li> </ul>	