**Tarves Primary School PTA / School Council Update Meeting**

**Wednesday 21st Sept 2022 7pm – Tarves School**

**Minutes of Meeting**

**Present**: Liam McKinney, Gill Newlands, Jill Moir, Mrs Craft (Acting Head Teacher), Mrs McLean (Teacher), Stacey Barr, Lynne Mckay.

**Apologies**: Loretta Ross, Joanna Paul

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| No | Item | Action |
| 1 | **Welcome**  LMc addressed the meeting and thanked all for attending and passed on apologies.  The meeting was technically the PTA AGM with all the committee positions up for grabs and offered by LMc to any takers – though there were none. All the School Council members were happy to assume these roles in PTA for the upcoming year ie.  Chair – Liam McKinney – 1st - L. Mackay 2nd - G. Newlands  Deputy Chair – Gill Newlands 1st - L. McKinney 2nd - S. Barr  Treasurer –Jill Moir 1st - G. Newlands 2nd - L. Mackay  Secretary – Jo-anne Paul 1st - S. Barr 2nd – J. Moir | INFO |
| 2 | **Financial Report**  JM went through updated accounts – with main incomings from the various fundraising events namely the Christmas fundraiser, rag bag, marathon run and the school fete.  The main outgoings included for Forest School, Big Writing Adventure, School Prizes/Gifts, buses and snacks.  Balance as of 21st Sept. 2022 is £9,413.56.  This is a tremendous amount and many thanks to everyone who has assisted in supporting us through the year. | INFO |
| 3 | **Matters arising from previous minutes**  N/A | INFO |
| 4 | **School Council**   * Tarves School & Nursery head teacher position has been advertised – but in the meantime Mrs Craft and Mrs Anderson have taken on the roles of acting head teacher. * Currently there are 128 pupils at the school with 17 young people attending the nursery – making up 6 x classes and 1 x nursery class. * Mrs Craft asked if the PTA could cover the subscription costs (~£375 in 2021/22) for the Big Writing Adventure – which we will do. * Book fare will be run during parents evening – and school were looking if the PTA could support this. It was agreed that the school would try to source folks to run this, however if there were any issues, the PTA would secure volunteers. This activity is a good source of providing funds to the school. * The school are planning to take the P1-P7 kids to the pantomime this year after it didn’t happen for several years due to COVID. It was agreed that if the parents/carers of kids would pay £10 per child, the PTA would cover the remainder of the costs as well as the bus transportation to/from the school. (Tickets are normally £13). The nursery kids will not be attending the pantomime so the PTA will cover the costs of an external resource (eg. Magician) for them during this time. * Each class will be given a £40 kitty from the PTA funds to purchase misc. items over the course of the year to avoid teachers having to cover these costs as they currently do. * PTA team have committed to covering the cost the school snacks – for any child that may have forgotten to take something with them. * KC highlighted that 8 x laptops that they currently use are coming close to exceeding their productive life in terms of IT support – ie. the council will not support them after a certain age of the asset. So consideration will be given by the PTA to look at how we can assist in sourcing the laptops in a phased approach. | INFO |
| 5 | **Hardship Fund / 2nd Hand Clothing / Rag Bags**  The hardship fund is in place for any parent/carer who needs assistance. It was agreed that 5% of the money within the funds would be ring fenced for this, ie. ~£470 however this can be revisited if required and is being used.  This fund is confidential, and applications can be made through the school head teacher who will review these on a case by case basis.  There is a good selection of 2nd hand clothes available at the school – incl. uniforms, jackets and foot wear. Clothing donations are always welcome though there is no urgent requirements for any specific age groups.  **POST MEETING NOTE:** There is a requirement for additional forest school clothing including wellies in sizes 6-7 and also water proofs for sizes up to 14-15.  The rag bag collections has turned into a good source of revenue for the PTA – with 9 x collections last year making ~£70 per load which is excellent.  **NOTE**: If anyone has some good quality clothes that they wish to get rid of, consider donating to the for 2nd hand use, however if the clothes are older and nearing the end of their useful life, consider using the rag bag skip. | INFO  LC |
| 6. | **Forest School**  This is still being enjoyed by all pupils.  There was a request to have £300 ring-fenced in the PTA funds for additional items including craft materials/wood/plants/treats etc. This was accepted by the PTA – however it was highlighted that the forest school had contributed ~£210 to the PTA in the last year so the delta cost is minimal for such a well enjoyed activity.  **POST MEETING NOTE:** There is a requirement for additional forest school clothing including wellies in sizes 6-7 and also water proofs for sizes up to 14-15. | INFO |
| 7 | **Fundraising**  Date of the next school fete was proposed as the 20th May – planning for this will start soon in order to secure the various important activities.  There were also initial discussions held on various other fundraising activities including a race night, spring fling, beetle drive etc. These will be looked at in the future in terms of what we can accommodate and what we cannot. | INFO |
| 8 | **AOCB**  The PTA are looking to hold a school disco for the school kids. Provisional date is the 25th Nov – but more details will follow in terms of timings for each group (ie. envisage 2 x groups), if there is a theme etc.  **POST MEETING NOTE**: DJ is booked for this date.  Gift for Marion Jamieson to be sourced and present to her for all her hard work over the years. | LC |
| 9 | **Dates of Future Meetings**  Meetings to be changed from Tuesday to Wednesday – with next meet planned for the 9th November. |  |