

**HERMITAGE PRIMARY PARENT COUNCIL
ORDINARY MEETING
11TH JANUARY 2017**

Present: Gillian Simpson (GS), Rachel Richards (RR),
Ali King (AK), Tamara Brown-Milberg (TBM), Emma Wilson (EW), Rhona Black (RB)
Laura Vaughan (LV), Elizabeth Howie (EH), Anne-Marie Graepel (AMG).
Mrs Jackson (LJ), Mrs McMurdo (LM).

Apologies: Ross McArthur (RM), Sarah Gibson (SG), Paula Dick (PD), Karen
Peterson(KP)

No	Item	Action
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1/2. WELCOME

Gillian opened the meeting. Previous minutes still to be agreed.
Thanks given to all involved in the 'Christmas Crafts and Cakes
Event'

3. MATTERS ARISING FROM LAST MEETING

a. Future Fundraising Events

Recent Survey Monkey of which approximately 50% of families
connected to the school responded showed that the majority of
families
wished to support events at the school. Some parents opted to
donate
money while about 1-2% had other comments/suggestions

Action: Mrs Jackson to email results to GS

LJ

Current idea as suggested in Survey Monkey for each year group to
lead on different fundraising events to be followed up. Hope is to
have a parent year representative for each year on the Parent
Council as a point of contact. Current parent council to support each
event as needed as they have the experience of running events in
the past.

Benefit from having a template for each event

Christmas Craft and Cake P1-3

Summer Fair P4-5

Halloween Disco and Easter Film Night P6-7

Also possibility of having a 'bucket' at each event for extra donations
And/or via the office this can also be included in the information
letter. Further discussion on promoting the school lottery.

Family fun-night not specific year group, however, general request for

help to be made

Action: Letter to say thank you to all volunteers and summarise the Survey Monkey results. Including what each event is about and what would be involved. Also invite to a meeting (Monday 6th Feb 7.30pm Henry bell) to help organise the Family Fun night.

RR

Template for each event

GS

Start of third learning block news letter from school will touch on previous letter sent.

LJ

b. Volunteers and communication

Tamara would be happy continuing as the Volunteer Communicator. She has compiled a spread sheet with all known volunteers' names and contact details. Requested HPC mail address. This can be done. Penny Crisp has resigned from the Parent Council as both children now at secondary school however still happy to continue to face paint.

Discussion around making the parent council more accessible to more parents and new parents.

Action: Info about Parent Council to go out in new academic year in 'brown envelope' invitation to first meeting at PJ's specifically for new parents.

RR

More information on events and meetings run by the PC to be put on the Noticeboard.

EW

Update Website

GS/SG

4. HEAD TEACHERS REPORT -

a. Staffing

Enrollment next week which will dictate staffing

Fully staffed for support staff.

0.8 teachers short – management and learning support covering taking away time from their other duties. Further discussion to be had with relevant organisations. Job to be readvertised.

Congratulations to:

Lorna Potter – Baby boy – Adam

Mrs Carmichael – Baby boy – Andrew

b. School buildings

P7 had to evacuate classroom due to water ingress before Christmas holidays. Subcontractors admitted liability, classroom currently safe to be used as temporary roof repair done. Work will be fully complete in Easter holidays.

The old annex is currently becoming more and more run down. Alarm keeps going off and disrepair will be attracting vermin. LJ requested parent council contact council on health and safety grounds. Agreed to invite council to a meeting to discuss future of the building. Not yet discussed which meeting they should attend.

5. FINANCIAL REPORT

Balance currently £9439, cheque given to HPS for £8500. Mrs Jackson thanked the Parent Council for the generous check. LJ requested whether £1000 from the lottery will be handed over for health week.

Action: Pam Freeman to be contacted.

RR

6.

ANY OTHER BUSINESS

a.

Grant funding Several letters have been received regarding grant funding opportunities from the council. As these tend to require match funding from the parent council it was agreed the opportunities should be reviewed in conjunction with the school improvement plan. This is to make sure funds are used in areas where the school most needs it.

School currently receiving monies from two successful applications. One regarding health and wellbeing which will result in the gym lines being repainted in the hall and another from Tesco for a new greenhouse. The full amount is to be confirmed.

Action: This will be revisited in August once new plan in place.

**PTA
8/17**

DATE OF NEXT MEETING:

Fundraising Meeting- to discuss family fun night Monday 6th Feb, 19:30 at the Henry Bell.

Business Development meeting - Wednesday 22nd Feb, 19:15 at HPS.

