

CURRIE PRIMARY SCHOOL PTA

Minutes of Meeting

Date: Monday 11th March 2024; 7pm

Place: Via Teams

Attendees: **Staff** – Sally Hourston (SH)

Parents – Susie Bass (SB – Co-chair); Jennifer Cowan (JC – Co-chair); Sarah Jackson (SJ – Secretary); Eilidh Dane (ED – Treasurer); Stacie Lothian (SL); Catherine Colquhoun (CC); Fiona Hamil (FH); Scott Pearson; Laura Morrison; Gordon Wright.

Apologies: Susan Donnachie (SD – Vice Chair)

Contact: curripta@gmail.com

Item No.	Minutes	Action Points
1.	<p><u>Action Points from November Meeting</u></p> <p>SB welcomed SH back from leave and introduced the Committee.</p> <ul style="list-style-type: none">• Update to Constitution – SJ has reviewed the Constitution in light of the PTA not providing After School Clubs and has determined that no update is required; the Constitution is still in line with the current style via our insurer.• PVG – checks are required for those supervising the disco. SJ is dealing via Volunteer Scotland Disclosure Services.• Class Cash Contributions – receipts are required for accounting purposes; photos are excellent for our newsletter. ED to let SH know if we are missing any receipts and she will chase these up. SH confirmed the donations were very gratefully received and spent. SB noted a decision was taken to award these contributions at the start of each School year so the teachers can decide what is required at the start of the year.• P7 Books – a request came from Mrs McGlynn for p7 books. The PTA are happy to fund up to £500 but await details. SH will liaise with Mrs McGlynn for the list of books and then price-check via Blackwell's and Amazon so we can determine the best place to purchase. ED can then arrange to purchase or transfer funds.• Outdoor Speaker – staff had raised an issue with the speaker but Mrs McAndrew was considering whether it could be fixed. SH will check the position and confirm. JC confirmed it would be good to ensure this works ahead of the May Fayre.	<p>SJ to progress</p> <p>Teachers to provide receipts. ED to advise SH of any outstanding.</p> <p>SH to confirm requirements.</p> <p>SH to confirm whether anything is required.</p>

	<ul style="list-style-type: none"> • Sports Team Tops – ED had queried whether sports teams might have a quarter zip type top for wearing when playing against other teams (other schools have similar). It is understood that there is certainly surplus football kit/tops with a parent. SH thinks some items were handed in last term. SH will check and confirm. Mr Mackenzie was looking into this. • P7 Camp – this year’s camp has taken place. There is still a shortfall of around £1,000 unpaid. The School funded two children from the equity and inclusion grant provided by the PTA at the start of the school year. The School are chasing parents to pay the balance. Camp increased £70 on the previous year/on estimates. <p>The current P6 will be fundraising for next year’s camp. They are trying to get bag packing at local supermarkets. They may also do a bake sale before Summer. There are 90 children in p6 and the cost is £466 per child. SH is considering a payment system from p5 onwards. Parents confirmed it would be helpful to at least have an idea of costs to save for. SH appreciates it is a huge sum of money, albeit for a wonderful week. Buses are a large part of the cost (it is around 3.5hrs by coach), but the journey is all part of it. The School goes in February because it is cheaper. The PTA are very happy to coordinate with the School on fundraising to ensure we are not asking too much of parents at a time when there are p6 fundraising efforts ongoing.</p> <ul style="list-style-type: none"> • Practical help – parents had asked whether we might help with painting/gardening etc. Whilst SH would love to have the dining hall painted, this is a very big job which would require scaffolding and to be done during the holidays. As such, it is unlikely parents can assist with this. However, SH would welcome help with digging over borders around the back, cutting back plants in the front border, painting the outdoor classroom. SH will request help when required. Caledonian Horticulture kindly donated compost for the cost of the delivery charge which the School were very grateful for. 	<p>SH/Mr Mackenzie to confirm to PTA any requirements.</p> <p>SH to confirm if any shortfall remains.</p> <p>SH to confirm dates for gardening in due course.</p>
2.	<p><u>Feedback from Recent Events</u></p> <ul style="list-style-type: none"> • Christmas Pantos – SB reported that these appear to have been a success (the first live panto experience for the children since covid). JC thinks Mrs McAndrew pencilled in two live performances for Christmas 2024. SH will liaise with Mrs McAndrew and confirm. The PTA are happy to fund this again; it is a fun experience which benefits the whole School. The only feedback from Christmas 2023 was that it was quite squashed with the whole School viewing one performance but it is understood two performances are planned for this Christmas. • Christmas Fayre – the PTA organised the gym hall elements of the p6 Christmas Fayre. This included external stallholders (£20/£25 per table), Christmas crafts, Christmas books, plants and pocket money 	<p>SH to liaise with Mrs McAndrew and confirm in due course.</p>

	<p>toys. We raised £485 which was donated to P6 for next year's camp costs. It was a considerable amount of effort for the return. The feedback from stallholders was that it was a relatively short slot. The PTA are very happy to help at future Christmas Fayres. SH to let the PTA know when the P6 teachers begin planning and they can let us know how best we can help.</p> <ul style="list-style-type: none"> • Bake Sale – the February bake sale raised another impressive £571. FH reported that it was, again, very busy. Whilst the two stations helped to spread the crowd out a bit we will add more tables/stations in future to spread the crowd out further. The PTA were very grateful to the p7 helpers, who were brilliant. The PTA are very happy for p6 to host the next bake sale to raise funds for camp. 	
3.	<p><u>Upcoming Events</u></p> <ul style="list-style-type: none"> • Easter Competition – the PTA have a few Easter themed items which we held back from the May Fayre last year. We were thinking of running a colouring competition (free; not a fundraiser). SH thinks that is an excellent idea. SH will arrange Spring colouring sheets (including mindfulness sheets for the older children). We will pull together a Spring hamper prize and it will be awarded at the Easter assembly to the winner. SH will put a photo of the hamper on the School website. • May Fayre – the let of the pitches and the School is confirmed for the whole day on Sat 11th May, 12noon to 3pm. <p>Some feedback from the last May Fayre was in relation to lack of savoury food/lunch options for adults. JC is liaising with Dominoes on whether they might offer pizzas for us to sell at low/cost price (this is provided by some branches to other Schools/PTAs). A decision has been taken not to have a commercial food vendor due to cost for attendees and lack of income for the PTA from such a vendor. Whilst the PTA has considered a BBQ it is likely we will not have sufficient volunteers to run it and there are health and safety/food safety considerations. As such, if Dominoes is not possible the PTA will give thought to other easy options (perhaps sandwiches and sausage rolls) but would welcome ideas/offers of help from parents.</p> <p>Some of the older wooden games require a re-vamp and the PTA are, again, keen to hear from anyone who can help on this front.</p> <p>La Belle Arts and highland dancers are keen to perform at the Fayre. We are also hopeful that Simon Says Dance will return to perform.</p> <p>Play2Learn are going to do football taster/skills sessions. We are hopeful Currie Chieftains will come along too. We have also been in touch with other sports clubs.</p>	<p>SJ to pull together prize(s) and photo for website. SH to issue Spring colouring sheets.</p> <p>JC to take forward with Dominoes.</p> <p>JC to liaise with companies.</p> <p>JC to liaise with companies.</p>

	<p>The police are confirmed and the fire brigade hope to make it along.</p> <p>SH will ask whether the School choir wish to perform, or whether the School netball team wish to run mini games on the field.</p> <p>SB confirmed there will be no inflatables. This is very costly in terms of the inflatables themselves, together with the necessary insurance and licence fees etc. The focus will therefore be on free sports games and skills sessions on the fields.</p> <p>SJ noted that Sara Black provided lots of plants from the children last year – both vegetables and flowers. SH will investigate how that came about and whether it is possible to do that again.</p> <p>SB reported that a Save the Date has already been issued. Further comms will follow after Easter to seek volunteers from parents/carers/staff.</p> <p>Requests for silent auction and raffle prizes are underway. Thought will be given to adding to the raffle prizes this year once we know what we have.</p>	<p>SH to report back if anyone wishes to take part.</p> <p>SH to investigate.</p> <p>SB to deal post Easter hols.</p>														
4.	<p><u>Finances</u></p> <p>ED confirmed the financial position as follows:-</p> <table border="1" data-bbox="368 1093 1086 1335"> <tr> <td>Cash in bank and in cash</td> <td>£11,677.70</td> </tr> <tr> <td><i>Estimated donations/grants:-</i></td> <td></td> </tr> <tr> <td>P7 books</td> <td>(£500.00)</td> </tr> <tr> <td>Sensory room</td> <td>(£750.00)</td> </tr> <tr> <td>P7 gifts and yearbooks (based on 2022/23)</td> <td>(£746.50)</td> </tr> <tr> <td>Retain for May Fayre float/expenses</td> <td>(£3,000.00)</td> </tr> <tr> <td>Funds available</td> <td>£6,681.20</td> </tr> </table> <p>Sensory Room - SH will liaise with Mrs McAndrew on the Sensory Room anticipated expenditure. SB confirmed this was the £750 Easy Fundraising prize money.</p> <p>P7 Gifts and Yearbooks - SB noted that we are estimating the P7 gifts and yearbooks based on last year's spend. There are 69 P7s this year. The PTA are happy to contribute ties and yearbooks again. SH noted that the P7s now expect to receive ties and are pleased to receive them but is open to new ideas from parents. SH will confirm.</p> <p>SB reported that the PTA are keen to fund a large tangible item with the balance.</p>	Cash in bank and in cash	£11,677.70	<i>Estimated donations/grants:-</i>		P7 books	(£500.00)	Sensory room	(£750.00)	P7 gifts and yearbooks (based on 2022/23)	(£746.50)	Retain for May Fayre float/expenses	(£3,000.00)	Funds available	£6,681.20	<p>SH to confirm funds required for Sensory Room.</p> <p>SH to confirm gifts required.</p>
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5.	<p><u>Funding and Resources for School</u></p> <ul style="list-style-type: none"> • Trim Trail – a meeting with Scotplay has taken place. Repairs can be made to the trim trail and their view was that it will last for quite a few years yet. When repairs have been made they have been replaced with posts which have metal at the bottom and this increases the lifespan. <p>The School would like to introduce additional climbing areas around the back and side of the School for older children, particularly when the fields are out of bounds due to wet weather. The children would like something to climb on. Scotplay can provide a square climbing frame which 20 children can play on at any one time and can also provide climbing walls. The above will involve some ground levelling due to the slope and matting etc. The School are awaiting a further visit and quotes on this and will report back.</p> <p>The School would like to come up with a solution (such as sleeper steps) for the side of slide because the children climb up the mud.</p> <p>In addition, loose play resources for primary one and two are being considered. There was also a discussion with Scotplay about matting for the primary one area which is very muddy at one side. The broad estimate for matting only was around £6,000.</p> <p>The playing fields cannot house equipment; they must remain as playing fields.</p> <p>The PTA are very keen to fund playground works and will await quotes.</p> <ul style="list-style-type: none"> • Raised Beds – SH noted that another raised bed would be ideal for the current primary 4 growing project. This has been priced at £490 for the wood etc. SB wonders whether the Wickes community fund might assist; SB will liaise direct with Wickes. Otherwise, the Community Chest may be a possibility for this. 	<p>SH to forward quotes when available.</p> <p>SB to pick up with Wickes and report back</p>
6.	<p><u>Grant Funding</u></p> <ul style="list-style-type: none"> • Learning Through Landscapes - £500; apply by 26/08; outdoor equipment. SH will check whether we applied in November. If not, we can apply by August. This is one where items are selected from a catalogue, rather than cash. • Spar - £200; sports equipment. SH will liaise with Mr Donaldson. • Twinkl - £500; apply by 17/03; general funding. SH will review and submit. If this can go into the general trim trail account we should do that. Otherwise, it may be useful for the p1 play area. SB confirmed she thinks this one must be done by the School, rather than the PTA. 	<p>SH to review.</p> <p>Mr Donaldson to review.</p> <p>SH to review.</p>

	<ul style="list-style-type: none"> • Pentland Community Chest - £500; apply by 31/05; must be new clearly defined project. This may be useful for the new raised bed if we do not receive donations from Wickes. • Wickes Community Programme – local initiatives to maintain and renovate community areas. SB will liaise direct to determine whether resources can be obtained for raised bed. • Waitrose – Debbie Messis has put SB in touch with the community grants person. SB will consider and revert. 	<p>SH to review.</p> <p>SB to liaise with Wickes re raised bed.</p> <p>SB to review and revert.</p>
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