



GLASSFORD PRIMARY SCHOOL PARENT COUNCIL

**Minutes of the Parent Council Annual General Meeting
held on Tuesday 16th September 2020 at 7.00pm (via Zoom)**

Members present: Gordon Innes (Chair)
Christine Hall (Chair/ Secretary)
Lee Rogers (Treasurer)
Anne Anderson
Janet Ballantyne
Angela Foster
Donna Troughton
Donna Storry

In attendance: Audrey Donnelly (Head Teacher)
Claire Frame
Rev Shaw Paterson

1. Welcome

Gordon welcomed everyone to the meeting, held by Zoom because of continuing Covid19 restrictions

2. Apologies

Apologies were received from Councillor Isobel Dorman

3. Approval of Minutes from 2019 AGM

Janet proposed and Anne seconded the adoption of the Minutes from the meeting held in August 2019.

4. Business Arising from Minutes

There were no items that needed discussed

5. Chairpersons Report

Gordon thanked all the teaching staff for going above and beyond the call of duty during Lockdown and the weeks of the new term following this. It has been a strange time, but Gordon was impressed with how everyone coped and dealt with the various issues.

The next year will need to have focus on the wellbeing of our children.

Gordon also thanked the parents for their support of the teachers through this challenging time which has seen the teachers needing to learn new skills quickly and adapt to moving guidelines often at very short notice.

6. Fundraising Report

Overall, we have had a fantastic fundraising year with over £2500 raised for funds – the major earners were the Christmas Fayre (approx. £1000) and the ragbag collections (about £650). Session 20/21 will have severely limited opportunities for fundraising, but the Teaching Staff are aware of this and will budget accordingly. However, we do have a healthy bank balance (around £5000) so there is money available for the right purpose.

The Sainsburys bag pack was also a good earner (£246) but it took a while to receive the funds. This eventually was paid in error to the School account, but this will be moved to the correct account in the next few weeks.

A suggestion was made that we re-publicise the Easy fundraising opportunity though we are aware that lots of organisations use this and it may be that parents are already supporting another organisation with donations.

The ragbag bin has been emptied since the start of term and we await the remittance for that. We organised a street collection last week which was superbly supported, and the bags are now at Christine's house awaiting collection as soon as this can be arranged. We will continue to empty the bin when the need arises and possibly arrange another street collection in Spring if Ragbag are operating normally by then.

A huge thanks was extended to the parents in attendance but also the wider parent forum for their attendance and valued support towards last year's events – we would not have raised what we did without everyone pulling together.

7. Financial Report

Lee presented a full audited balance sheet showing the financial position of the Parent Council Account. There is currently a bank balance of £4514.99 with other bankings of £680.01 taking place after the year end. The year-end has been adjusted from the end of April to the end of June, in line with the School year though this hasn't had much implication on the accounts as there is little movement in the account in the last of the summer months anyway.

£1000 was passed to the School last year to pay for new books and transport costs. The PC also paid for a bouncy castle as an end of term treat in 2018 and contributed towards the cost of a panto company visiting in Dec 19, amongst other things which are detailed on the report.

For 2020/21, we have already approved the purchase of a replacement laptop for use by the School. All the computers at the School will shortly be refreshed but due to numbers, this necessitates the loss of one device so it was agreed the PC were happy to pay to replace one which would be fully joined to the network as normal.

8. Head Teacher's Report

Audrey extended her personal thanks to all the staff, parents, and carers for their support during lockdown. It was really tough going and completely unprecedented. Glassford were lucky in that the staff were totally committed and continually went above and beyond what was expected. The minimal feedback received indicated that generally it was felt there was a good standard and balance of work provided for the children though understandably not all children could spend time every week on the tasks.

The new term has commenced, and the children have returned and settled quicker than expected. The Primary 1s despite a limited transition programme have adapted well and are working hard with surprisingly few attachment issues displayed.

The absence rate this term is significantly higher than usual, but this can be attributed to two things. Firstly, the children have had a long absence from school spending it primarily with their families and bugs and viruses will naturally spread when classes get together again. Secondly, with Covid19 still an issue, some children and families are being naturally cautious and keeping the children off school when they are slightly unwell or other family members may be undergoing testing.

Discussions are ongoing with the other Schools in the Learning Community as to how to deal with children who are missing significant amounts of classtime for whatever reason. Planning is being done as to how some sort of blended learning model could be reintroduced if whole classes must isolate for a period.

The focus this year is on the Recovery Plan instead of the usual School Improvement Plan. With this, the primary focus is on Health and Wellbeing. Some children are naturally slightly anxious and need a little extra

comfort. The teachers understand some children may be suffering from family issues such as loss of jobs, bereavement or uncertainty and they are well placed to spot this and provide support as required. At Council level, the staff there are looking at the wider issues that Covid19 restrictions will mean for all of us. Till March we were actively and continually looking at ways of increasing parental engagement in a variety of ways and this has been completely stopped just now. There is no homework (to limit documents going to and fro between home and school); no parents nights and no snapshot jotters permitted as just a few examples. The School is waiting on further guidance on how tasks such as this can be dealt with. Also, consideration needs to be given to our School being fair and equitable when being compared to other local schools. We do not want to be doing something or equally not doing something that stands us apart from other Schools.

The School received funding from the Community Group for Mind Marvels and this is anticipated to take place in the next few weeks.

The librarian is in touch with the School about arranging a zoom storytelling session. This will be nice for the children as they have no extra curricular activities or visitors currently.

Class 2 are being introduced to Google classroom and the aim is to set online tasks for the children to complete at home to encourage some sort of 'homeworking'. But some families do not have internet access and we do not want them to be excluded.

Class 1 are considering how they could set some 'homework' using books or phonics sets that could be kept at home or quarantined before being returned into school stock.

A communication survey was circulated earlier in the week as to see if the idea of the school moving from paper letters to email communication would work for most pupils. There is also an App that other schools use for communication (including the Academy) and this works well but at a cost of £180 per year per School, it is expensive for small schools pro rata and the benefit doesn't warrant this just now.

9. Review of Constitution

The Constitution was reviewed in August 2018 and since no comments had been received pre this meeting, it was felt that no changes were required currently.

10. Election of Office Bearers & Committee

Gordon Innes was re-elected as Chairman

Christine Hall was re-elected as Secretary

Lee Rogers was re-elected as Treasurer

Committee: Anne Anderson, Janet Ballantyne, Donna Troughton, Donna Storry, Angela Foster were elected on to the Committee though it was emphasised that any parent or carer of a child at Glassford could attend any Parent Council Meeting even though they may not be an elected member.

Co-Opted: Les Hoggan, Rev Shaw Paterson and Mrs Donnelly were re-elected as Co-opted members.

Lee is to progress the update of signatories for the bank account as soon as possible with BoS.

11. Election of Auditor

It was agreed Libby Neilson would be asked again to review the Accounts at the end of the year 20/21.

12. Any Other Business

- SLC have circulated proposed holiday dates for Session 2021/2022 and this has link has been posted on the school website and Facebook. Please have a look and give your feedback before 4th October.
- Climate Action Strathaven sent an email to the School outlining what they are involved in Strathaven and including their manifesto. We will reply to say we are considering a garden project that they may be able to support us with.
- Garden project – Angela has made good progress with the suggestion that was raised at last years AGM regarding sourcing a plot of land for school/ community gardening in the village. Two sites

have been identified at Kirkstyle Place and across from the Glassford Church and Angel is waiting to hear if the Council will approve either of these. If something is permitted, it would need to be in conjunction with the Community group rather than solely the School. The question was also raised whether a plot within the playing fields across from the School could be utilised at all. There appears to be numerous grants available to make this idea a reality and Elaine Richardson could be a good contact in assisting with any grant applications.

- Fundraising – it was agreed that while fundraising opportunities were limited this year, we could attempt a couple of low-level activities while being mindful that some families would be stretched financially and may not be able to support these. Suggestions made included an online raffle closer to Christmas and arranging personalised mugs again.
- A suggestion was made that instead of a Halloween party, perhaps we could organise a Halloween Quiz by Zoom – this will be considered closer to the time.
- Christine still attends the SLC Education Resources Committee however meetings have been reduced because of the current health epidemic. The focus is on Covid19 and recovery strategies and Christine will present any relevant updates, as necessary.

13. Date & Time of Next Meeting

The next meeting of the Parent Council will be Tuesday 27th October 2020 at 7pm (probably via Zoom unless restrictions ease by then).

Gordon then closed the meeting at 8.20pm with thanks to everyone for attending.

GLASSFORD PRIMARY SCHOOL PARENT COUNCIL BALANCE SHEET FOR THE YEAR ENDING 30TH JUNE 2012

GLASSFORD PRIMARY SCHOOL PARENT COUNCIL

BANK RECONCILIATION AS AT 30/06/2020

	£	£	£
Opening Bank Balance as at 01/05/2019			4,250.86
INCOME			
Summer Party 2019		96.67	
Leavers assembly - June 2019		13.50	
Easy Fundraising		86.48	
Rag Bag Collections		655.60	
Halloween Party		91.43	
Guy McCoo - Bonfire Guy		50.00	
Christmas Fayre 2019		1,055.49	
Christmas Fayre 2018 - Stall fees in paypal		116.45	
Christmas Centerpiece Workshop 2019		51.75	
Sainsburys Bag Packing		246.32	
Nativity Show donations		147.46	
		2,611.15	
EXPENDITURE			
School Funds	500.00		
Um and Biscuits	59.93		
Leaving Gift for Miss Blikoski	50.00		
Bouncy Castle School Party	299.00		
P7 Leavers 2019	120.00		
Books for School	500.00		
Lottery Renewal	20.00		
Plants for Planter	17.98		
Hopscotch Panto (Glassford Share)	100.00		
	1,666.91		
Movements (Profit)		944.24	
BALANCE AS AT 30/06/2020			5,195.10
Bank Balance as at 30/06/2020			4,514.99
DIFFERENCE			680.11
Rag Bag March 2020		302.80	Money Paid into bank 16.07.20
Christmas Fayre 2019 - Stall fee's paid to paypal		139.54	Money Paid into bank 24.08.20
Christmas Fayre 2018 - Stall fee's paid to paypal		116.45	Money Paid into bank 24.08.20
Sainsburys Bag Packing		246.32	Being investigated by Sainsbury's as money not received into account
Cash - £5 *15 from Christmas Centerpiece		75.00	Money to be transferred to bank
		680.11	
DIFFERENCE			-

Treasurer

Olga Lee Rogers

Auditor

Elizabeth A Marshall

5-9-2020

FUNDRAISING

		£	£
		Expenditure	Income
Summer Party 2019			
Takeings from Event - Tickets Tuck shop Juice Etc	Banked 31.05.19 Cheque 10226 out 04.06.19	31.60	128.27
Totals		<u>31.60</u>	<u>128.27</u>
Profit			<u>£ 96.67</u>
Easy Fundraising			
Easy Fundraising Q1 2019	Thru Bank 07.06.19		18.49
Easy Fundraising Q3 2019	Thru Bank 11.11.19		44.48
Easy Fundraising Q4 2019	Thru Bank 28.02.20		23.51
Totals			<u>86.48</u>
Profit			<u>£ 86.48</u>
Rag Bag Collections			
Nathans Waste Save	Thru Bank 21.05.19		44.40
Nathans Waste Save	Thru Bank 26.06.19		102.40
Nathans Waste Save - September 2019	Thru Bank 04.09.19		66.00
Nathans Waste Save - November 2019	Thru Bank 13.11.19		44.80
Nathans Waste Save - December 2019	Thru Bank 04.12.19		212.80
Nathans Waste Save - January 2020	Thru Bank 29.01.20		48.00
Nathans Waste Save - March 2020	Thru Bank 11.03.20		34.40
Nathans Waste Save - March 2020	Not in Bank until July 2020		102.80
Totals			<u>655.60</u>
Profit			<u>£ 655.60</u>
Halloween Party			
Door	£118.60 thru bank 04.11.19	27.17	68.00
Tuck Shop	£118.60 thru bank 04.11.19		49.60
Juice, crisps, sweets etc	Cheque 10235 out 31.10.19		
Totals		<u>27.17</u>	<u>118.60</u>
Profit			<u>£ 91.43</u>
Christmas Fayre			
Stalls - 14 Stalls			
2@£15 (Cash)	Banked 04.11.19		30.00
2@£15 (Cheque)	Banked 04.11.19		30.00
4@£14.26 (Payroll)	Transferred to Bank 24.08.20		57.04
5@£15 (Payroll)	Transferred to Bank 24.08.20		75.00
1@£7.50 (Payroll)	Transferred to Bank 24.08.20		7.50
Birthday Bear /Sweet Cones & Knitted Sweets	£933.5 - Banked 25.11.19		59.00
Tattoos and crafts etc	£933.5 - Banked 25.11.19		48.75
Raffle	£933.5 - Banked 25.11.19		363.00
Teas	£933.5 - Banked 25.11.19		283.00
Tomboia	£933.5 - Banked 25.11.19		179.75
Kitchen Christmas Fayre	Cheque 10239 out 20.01.20	77.55	
Totals		<u>77.55</u>	<u>1133.04</u>
Profit			<u>£ 1,055.49</u>
Christmas Centerpiece Workshop			
15 Attendees @ £30 per head	Cash		450.00
Stephanie Wheatcroft (The Flower Croft) £25 pp for material etc	Cash	375.00	
Hall Let	Cheque 10237 out 3.1.20	29.25	
Totals		<u>398.25</u>	<u>450.00</u>
Profit			<u>£ 51.75</u>
Other Events			
Leavers assembly - June 2019	Banked 18.06.19		13.5
Guy McCoo - Bonfire Guy	Banked 04.11.19		50
Sainsburys Bag Packing	Being Investigated		246.32
Nativity Show donations	Banked 20.12.19		147.46
Totals			<u>457.28</u>
Profit			<u>£ 457.28</u>
Overall Profit			<u>£ 2,494.70</u>

Olga

Ely Marshall Sept '20