

Parent Teacher Association – Annual General Meeting

Date Thursday 14th September 2023

Time 6-7pm

Venue TMPS

Present L Lumsden, A Nichol, R Shields, J Law (DHT), H Cochrane (PT), N Pollock (PT), M Tracy, A Nichol, D Sewell (CT), A Williams (CT), F Paterson, K Sanders, K St Clair, I Yang, Z Smythe, A Livingstone

Apologies A Trindale, S Lunan, L Kerr, V Pasuvalingam, L Clark

Minutes H Cochrane (PT)

Agenda Item	Discussion	Action
Overview of 2022-2023	Linda read out what the PTA have achieved in 2022-2023. We won the green token award for Asda (£500). We are currently in the blue token award in Tesco St Rollox.	PTA/School to encourage people to vote in Tesco.
Bank Account	It was agreed that Shirley MacPherson should be removed from the bank account (previous treasurer)	Linda/Anne to remove S MacPherson from the bank account.
Card Reader	Linda asked whether the PTA could buy one or two card readers and brought suggestions of different makes. Discussion about comparing the cost from last year, taking off the 1.69% to see if it would be worth it.	PTA were positive but wanted to compare the cost from last year before buying.
Finance	<p>Opening Balance September 2022: £5366.15</p> <p>Main incomings: Balloon Race - £1000.56 Halloween Disco - £1374.96 Christmas Fayre - £3797.77 Spring Fayre - £2674.00 Sponsored Event - £3737.10 Shorts and Shades Disco - £1217.48 Class Fundraising Xmas Cards - £1189.31 Asda Token drop - £500 TOTAL PROFIT: £15491.18</p> <p>Main outgoings: Balloon Race entry and prizes - £195.00 Nativity Costumes - £69.48 House Winners' Reward - £100 Christmas Party Treats - £103.75 Soil for Planters - £228.00 P7 Hoodies - £930.63 (contribution) Ice Poles - £76.80 P7 Leaver's Disco - £780.61 Piper (last day) - £30.00 TOTAL OUTGOINGS: £2514.27</p>	
Introductions	Currently Chair – Linda Lumsden, Vice chair – Laura Clark, Treasurer – Anne Nichol	

	Secretary - Welcome new members – I Yang, F Paterson, K St Clair, A Livingstone	
Discussion of Office Bearers	Discussion around PTA roles this session. Agreed roles will be: Chair, Vice Chair, Treasurer and Clerk as per the constitution.	
Election of Office Bearers Chair	Volunteer – Linda Lumsden Nominated – Lorraine Kerr Seconded – Richard Shields	Linda will be Chair for PTA session 23/24
Election of Office Bearers Vice-Chair	Volunteer – Zoe Smythe Nominated – Anne Nichol Seconded – Richard Shields	Zoe will be Vice-Chair for session 23/24
Election of Office Bearers Treasurer	Volunteer – Anne Nichol Nominated – Linda Lumsden Seconded – Maxine Tracy	Anne will be Treasurer for session 23/24
Election of Office Bearers Clerk	Volunteer – Karen Sanders Nominated – Linda Lumsden Seconded - K St Clair	Karen will act as Clerk session 23/24
Committee Members	Chair – Linda Lumsden Vice Chair – Zoe Smythe Treasurer – Anne Nichol Clerk – Karen Sanders Staff members – Jennifer Law, Nicola Pollock, Heidi Cochrane, Amy Williams, David Sewell	
Bank Balance	Currently £17,946 in bank	
Fundraising Focus	PTA are raising money for an Outdoor classroom. Update from Heidi on progress to date	
Christmas Cards	Ready to order. Parents will be able to order online. Information will be sent to school next week. Pictures to be completed by October week.	J. Law to distribute Christmas templates
Fundraising Events October – December	Halloween Disco – Thursday 26th October P1-3 6:30-7:30 P4-7 7:45-8:45 Ticket price, £3.50, to include snack and drink so no tuck shop. Vegan sweets. Sweet popcorn. Christmas Fayre – Friday evening 1st December 5.00-7.30pm No stall holders – focus on activities for children to do BBA enterprise pupils to come and do a stall. Members to ask local businesses, friends, family for raffle prizes. Christmas hampers to be organised to raffle – staff donations Selection of activities for children Santa's Grotto Christmas craft – all classes	Linda to book the DJ. Staff to group call parents/carers to ask for raffle prizes.

	<p>Extra space was discussed – potential of using a P1 class for Santa's Grotto and/or the P1/2 Open Area for crafts.</p> <p>Discussion of needing people to staff the night. Suggestion of P7 helpers.</p>	<p>Staff to set up a form for parents/carers to sign up</p>
<p>Fundraising Events January - June</p>	<p>Events:</p> <ul style="list-style-type: none"> • Spring Fayre – Friday 17th May • Sponsor Event – Health Week: Week beg 3rd June • Summer Shorts n' Shades Disco – Thursday 6th June • P7 Leavers Disco – Friday 14th June • Last day of school (piper) – Weds 26th June <p>Colour run was discussed – keep to community as hard to man.</p> <p>Potential Ceilidh Jan/Feb? Check EDC for potential venues in Bishopbriggs.</p>	<p>Linda to check EDC for venues.</p>
<p>Lets for events</p>	<p>Lets to be booked for all events this session.</p>	<p>J. Law to action this</p>
<p>Minutes of Meeting</p>	<p>Minutes of PTA AGM will be shared in SWAY Newsletter and on School Website</p>	<p>J. Law to action this</p>

Date of Next Meeting tbc