



LASSWADE PRIMARY SCHOOL - PARENT COUNCIL MEETING - WED 20 NOV 13

MINUTES

Present:

Ingrid Buchanan, Sharon Connelly, Jill Doyle, Julie Fox, Gwen Lewis, Gilly Marshall, Pauline McGrath, Leigh Miller, Ann Morrison, Andy Oag, Barry Phillips, Jacqueline Small, Stevie Small, Lynsey Stevenson, Lisa Watt.

Apologies:

Jennifer Alves, Ian Armstrong, Elaine Bannerman, Jeanette Clark, Rachel Kemp, Jane Owens, Elspeth Reid, Lesley Scott, Karen Smith.

MINUTES OF PREVIOUS MEETING

Accepted as accurate.

Matters arising included confirmation that the school wished to purchase the projector (currently on loan) for £2,500 and also to continue with development of the school grounds.

FUNDRAISING

Christmas Fair

Table numbers and layout were discussed. The following stalls (and those responsible) were confirmed:

- School x 7 (Kids)
- Nursery x 1
- Green Dog Walkers x 1 (Eco Warriors)

- Road Safety x 1 (JRSOs)
- Calendars x 1 (Lisa)
- Tea Towels x 1 (Lesley and Jac)
- Tombola x 2 (Leigh and Gwen)
- Raffle x 1
- Green Santa - Toys and Games x 1
- Guess the Sweeties in the Jar x 1 (Ryan and Sam)
- Guess the Teddy's Birthday x 1 (Ryan and Sam)
- Home baking x 1 (Ingrid and Barry)
- Refreshments x 1 (Ingrid and Barry)
- Jamie Oliver Hamper x 1

Other tasks were also confirmed:

- Santa's Grotto (Ann)
- Entrance (Julie and Connor)

Sales of table pitches was discussed and uptake had been slow to date.

Action:

- **Lisa and Jill to liaise with Lasswade High School to confirm layout options**
- **Ann to collect and collate sales of table pitches**
- **Ann to buy Refreshments once numbers better known**
- **Ann to check with Janet Hanley re Santa's Grotto location and set up**
- **Pauline donate Teddy and diary**
- **Lisa to acquire polystyrene cups and 60 x selection boxes**
- **Jac to provide Santa Bag**
- **Leigh to invite Jamie Oliver Hamper provider to assist with sales**
- **All helpers to arrive at Lasswade High School at 9am on Sat 30 Nov 13**

Tea Towels

Designs are complete and the stock will be available for sale at the Christmas Fair. Cost was agreed at £ 3 ea or two for £ 5. Further orders will also be possible if demand exists. Any remaining stock to be sold off within school before Christmas if possible.

Action: **Jac to design order forms for extra stock.**

Ceilidh

The proposed venue (Lasswade High School) is unavailable on 5 Feb 14 so optional venues were discussed. The Masonic Hall was the preferred option if it was available. Lynsey offered to organise small portions of stovies or haggis on the night.

Action: **Lynsey to enquire as to availability and scope (costs, rules etc).**

Easy Fundraising

Ingrid gave an explanation about www.easyfundraising.org.uk and proposed that the school register for this online shopping opportunity. All agreed and Pauline

Action:

- **Ingrid to explore further and liaise with Julie regarding to registration procedure**
- **Pauline/Lynsey publicise as widely as possible on all means available, once set up**

Grand Prize Draw

Pauline updated that the mini iPad was now on display at the school. Further ticket purchases were discussed and it was agreed to wait at this stage in order to maximise sales of existing tickets first. Distribution of tickets to non custodial parents was also agreed. A reminder to return unsold tickets would also be put out prior to the Christmas Fair, where all remaining unsold tickets will be on sale. The draw will be made at school on 13 Dec 13

Action:

- **Julie to distribute as agreed**
- **Lynsey to put out a reminder (Web, Twitter, FB, etc...) to return unsold tickets**

Community Cash Back

Jac explained that a parent working for HSBC had secured a donation of £500 to the school for community work relating to the school. Other corporate opportunities may exist and all present were encouraged to investigate widely.

SCHOOL BUSINESS

Iain Baxter Funding

This has now been increased to £2100 and secured for scooter parking bays.

Uniforms

Andy confirmed that all anomalies had been ironed out and that a satisfactory solution had now been found regarding the supplier and the processes.

Buildings

Stevie and Ian have sent a letter to the Chief Executive of Midlothian Council outlining the concerns regarding repair work. An update and timescale was requested. As yet no response has been received.

Action:

- **Stevie to follow up the request**

The school is now registered with the SPTC “Flushed with Success” programme. An information/instruction pack has been ordered but not yet received by the school.

Action:

- **Stevie to follow up the request**

Traffic

Jill gave an update on the Meeting that was held on Tue 29 Oct 13 with local police, council rep and parent council members. Alternative solutions were discussed at length.

School JRSOs have conducted an extensive recce of alternative parking areas within a 5 min (walking) radius of the school in order to ease the concentration of vehicles at the school gates, whilst incorporating a short walk. Information on safe driving practices has also been gathered. All will be displayed at the Christmas Fair. Leaflets and information encouraging changes in current practice will be ongoing. Closure of the roads around the school is an option, but only if all positive efforts fail.

All Parent Council members present agreed to actively support the school's initiatives regarding road safety.

NHS Children and Young People Strategy

Stevie explained that NHS Lothian is consulting on its draft Children and Young People's Strategy, and is looking for children, young people, parents and people working with children and young people, to give their views on the services it will provide from now until 2020. A public consultation on the organisation's draft strategy - ***Improving the Health and Wellbeing of Lothian's Children and Young People*** - is now underway and will run until **17 January 2014**. The consultation documents are available at the NHS Lothian Consultations Webpage at:

<http://www.nhslothian.scot.nhs.uk/ourorganisation/consultations/current/pages/default.aspx>

All present were encouraged to take a look and to complete the Survey Monkey at:

<http://www.surveymonkey.com/s/nhslothiancandypstrategy>

Treasurers Update

Account balance is £455 with all creditors paid.

AOB

Pauline was thanked for producing an outstanding newsletter.

Sharon Connelly has very kindly agreed to assume the Secretary role. All welcomed her to the committee and agreed the appointment.

Action:

- ***Stevie to check the procedure for appointing new office bearers out of AGM***

Thanks to all for their work in making the Autumn Disco a success

The date of the next meeting is **Monday 20th January 2014**