



# Cardonald Primary Parent Council

## AGM & PC Meeting Minutes – Tuesday 6<sup>th</sup> May 2025

Attendees	<b>Chairperson</b> – Jen Sutherland <b>Secretary</b> – Lesley Healy <b>Treasurer</b> – Susan Rafferty
	<b>PC Members</b> - Sharon Corr, Heather Murchie, Lyndsey Seeley, Kate Russell
	<b>Staff</b> –Mrs Waddell – DHT
Apologies	<b>PC Members</b> – Amy Nelson <b>Paired Reading Subgroup</b> – Laura Kudla

Item Discussed	Action Required / Outcome
<b>Welcomes &amp; Apologies</b>	The meeting was opened by the Chair and apologies read out that were received. A warm welcome was given to all who attended.

Chairperson's AGM Report	
<b>Report provided by Jen Sutherland</b>	<p>Chairpersons Report 6/05/25</p> <p>It is hard to believe that we are here once again at the last term of the school year and holding our AGM. Last year we were struggling due to members moving on and worrying about losing the Parent Council now, membership is improving, and we are hoping that this will carry on with the new P1's coming in in August.</p> <p>A lot of what we have accomplished this year has been behind the scenes as we have not managed to run any discos but what we have done has hopefully benefited the pupils, the school, and the future of the PC.</p>

	<p>This school year we have:</p> <ul style="list-style-type: none"> <li>• Updated PC policies and started PVG checks on pc members in line with current legislation.</li> <li>• Started a Paired Reading subgroup which runs within the school with the help of Mrs King and Mrs Waddell.</li> <li>• Held an after-school reading club for P6's and P7's.</li> <li>• Organised school badges that parents can purchase for uniforms to help with the cost of the school day.</li> <li>• Purchased new water bottles for pupils.</li> <li>• Helped to purchase train tickets to Hampden for a school trip.</li> <li>• Donated £2,000 towards new reading scheme books.</li> <li>• Raised money via Asda cashpoint for schools, Easy Fundraising etc.</li> <li>• Bought the P1 – P3 Christmas books for Santa and donated £300 towards the class parties.</li> <li>• Donated £500 towards the P7 leavers do.</li> <li>• Finally closed our old bank account.</li> </ul> <p>This year we are sadly losing Sharon who has been an amazing member of the Parent Council. She has in the past held most of the office bearer posts as well as being the organiser of the P1 parents gift bags. We wish her the best of luck as her child moves on to Secondary School.</p> <p>I would like to thank Mr Coogan, Mrs Waddell, Mrs King, and Mrs Strang for always trying to ensure that someone can be available for meetings and responding to the deluge of emails that have been sent this year. Thanks must also go to the rest of the school staff for their support over the year and especially to the ladies in the office who have worked hard with Lesley this year on promoting school events and information via social media and always being available to put out a group call for the parent council.</p> <p>Finally, I also want to thank all my fellow PC members for all their hard work and time spent over the past year and special thanks to Lesley and Susan our secretary and treasurer without whom I would never have been able to take on this role so successfully.</p>
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## Treasurer's AGM Report

Audit is currently in process and will be available for June meeting

Report provided by Susan Rafferty

	<b>AGM - 6/5/25</b>			
				<b>April 2024- March 2025</b>
	Opening Balance on April 2024		£6,921.51	
add	Income		£2,639.17	
less	Expenditure		£ 4,483.80	
	Closing Balance on 31 March 2025		£5,076.88	
	<b><u>Income</u></b>			<b><u>Expenditure</u></b>
Bonus Ball	£904.00		Bonus Ball winnings	£500.00
Easy fundraisers	£183.63		let fees	£253.56
Glasgow city council	£400.00		xmas party donation	£300.00
Previous account	£206.00		bank fees	£4.25
Badges	£482.50		credit union wallets	£13.99
parentkind/asda	£427.04		train fares donation -	£100.00

				hampden trip	
	k russell	£36.00		applied apparrell Badges	£630.00
	<b>Total</b>	<b>£2,639.17</b>		donation to school (books)	£2,000.00
				k russell	£36.00
				p1-1p3 xmas books donation	£146.00
				p7 leavers donation	£500.00
				<b>total</b>	<b>£4,483.80</b>
<b>Dissolution of Existing Parent Council and Appointments</b>					
<b>Present Chairperson</b>	Jen Sutherland dissolved the current PC membership and handed the meeting over to Mrs Waddell				
<b>Appointment of New Chairperson</b>	<p>Nominations were asked for a new PC Chairperson by Mrs Waddell and Jen Sutherland was nominated and seconded as below</p> <p>Jen continues as the Chairperson of the Parent Council</p>				
<b>Appointment of Parent Council Members</b>	<p>The following attendees of the AGM asked to be a full member of the new Parent Council;</p> <p>Lesley Healy, Susan Rafferty, Kate Russell, Heather Murchie, Lyndsey Seeley</p> <p>Amy Nelson was unable to attend but would like to continue as a member of the Parent Council.</p> <p>Laura Kudla was also unable to attend but would like to continue as a member of the Paired Reading Subgroup</p>				

<b>Co-Opted Members</b>	No co-opted members																										
<b>Appointment of Office Bearers</b>	<p>The following PC Members accepted nominations as Office Bearers:</p> <table> <tr> <th>Role</th><th>Name</th><th>Nominated by</th><th>Seconded by</th></tr> <tr> <td>Chairperson</td><td>Jen Sutherland</td><td>Susan Rafferty</td><td>Lesley Healy</td></tr> <tr> <td>Vice Chairperson</td><td>Lyndsey Seeley</td><td>Lesley Healy</td><td>Susan Rafferty</td></tr> <tr> <td>Treasurer</td><td>Susan Rafferty</td><td>Lesley Healy</td><td>Jen Sutherland</td></tr> <tr> <td>Secretary</td><td>Lesley Healy</td><td>Lyndsey Seeley</td><td>Susan Rafferty</td></tr> <tr> <td>Social Media Secretary</td><td>Kate Russell</td><td>Lesley Healy</td><td>Jen Sutherland</td></tr> </table>			Role	Name	Nominated by	Seconded by	Chairperson	Jen Sutherland	Susan Rafferty	Lesley Healy	Vice Chairperson	Lyndsey Seeley	Lesley Healy	Susan Rafferty	Treasurer	Susan Rafferty	Lesley Healy	Jen Sutherland	Secretary	Lesley Healy	Lyndsey Seeley	Susan Rafferty	Social Media Secretary	Kate Russell	Lesley Healy	Jen Sutherland
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Chairperson	Jen Sutherland	Susan Rafferty	Lesley Healy																								
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**The Appointment of the new Parent Council was completed. Jen Sutherland continues as Chairperson and resumes the normal monthly meeting**

Item Discussed	Action Required / Outcome	Action By	Date for Completion
<b>Previous minutes from the meeting on 4<sup>th</sup> March 2025 were discussed.</b>	Draft sent on 3 <sup>rd</sup> April and Finalised minutes sent on 22 <sup>nd</sup> April by Jen Sutherland		
<b>Matters arising from Previous Minutes</b>	<ul style="list-style-type: none"> <li>Hoodies had already been bought</li> <li>Voted passed for £500 contribution towards P7 leavers beach party</li> <li>Area Partnership Fund, maximum amount for travel would not cover this and would wipe out PC funds</li> </ul>		

<b>Head Teachers Report</b>			
<b>HT Report provided by Mrs Waddell</b>	Report attached to minutes		
	P6 5k will be at Barshaw Park on 15 <sup>th</sup> May		

	PC needs to sign up for Blue Sky as school moving to this platform	KR	Jul 25
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Treasurers Report				
<div>April 2025</div> <div>Opening Balance - £5076.88</div> <div>Closing Balance - £4504.53</div>				

Secretary's Enquires / Emails			
<b>Let/Arrangements for Next Meeting</b>	Rosshall to be booked for next meeting PC agreed for let to be put in for Rosshall until end of year	LH	ASAP

Communications – Via Email & Social Media			
<b>Communication from Parent Forum Members</b>	Emails for badges order forms		

Paired Reading Subgroup			
	Still going ahead until end of term, no further updates		

<b>RHSP &amp; PATHS</b>	School have sent information out for RHSP with links to the information to be taught in each class  Mrs Waddell will look into if Barnardos can offer PATHS info session to parents as other schools offer this	Mrs W	
<b>Badges</b>	Price of badges are the same if need to order more. 29 pre-entrants will all receive a badge. 5 order forms in so far.		

<b>Fundraising</b>			
<b>Planning</b>	Event planning to be added to agenda for next meeting for full year	LH	

<b>Any Other Competent Business:</b>			
<b>WhatsApp Groups</b>	The existing WhatsApp Groups will be deleted and a new group for all members and one for office bearers created	LH	ASAP
<b>PC Email Accounts</b>	All email accounts details to be sent to new office bearers. All passwords to be held by Chair & Secretary	LH	ASAP
<b>City of Dance</b>	Tickets on sale 23 <sup>rd</sup> May		

<b>Next Parent Council Meeting</b>	<b>Tuesday 3<sup>rd</sup> June 2025 at 7pm - Rosshall Academy</b>
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