



# Cardonald Primary Parent Council Meeting Minutes

## AGM – Tuesday 7<sup>th</sup> June 2022

Attendees	Sharon Corr (SC)– Chairperson Ronnie Jamieson (RJ) Vice-Chairperson      Lyndsey Seeley (LS) – Treasurer Heather Murchie (HM) – PC Member      Gordon Forbes (GF) – PC Member      John Quinn (JQ) – PC Member Mr Coogan (MC) - HT      Mrs Waddell (PW) – DHT
Apologies	Amanda Malloy (AM) - Secretary

Item Discussed	Action Required / Outcome	Action By	Completed Date
<b>Welcomes &amp; Apologies</b>	The meeting was opened by the PC Chair and apologies received read out.	SC	
<b>Chairperson’s Report</b>	Mrs Corr read out her report and the Chairperson report will be attached to minutes.	SC	
<b>Treasurers Report:</b>			
<b>Opening Balance - £5858.78</b> <b>Closing Balance - £5579.28</b>	The Treasurer AGM Summary Report will be attached to minutes. The Final accounts for this session are with Mrs Nancy Loftus for verification and will be presented to the PC after the school holidays.	LS	

<b>AGM :</b>			
<b>Dissolution of Current Parent Council</b>	The current Parent Council was dissolved by Chairperson and the meeting handed over to Head teacher , Mr Coogan.	SC MC	
<b>Selection of Parent Council Chair</b>	Chairperson – Mrs Sharon Corr – Nominated by LS and 2 <sup>nd</sup> by GF	MC	
<b>Appointment of Parent Council Members</b>	Lyndsey Seeley      Heather Murchie      Gordon Forbes  Can all members please email their updated contact details to <a href="mailto:secretary.cardonaldpc@gmail.com">secretary.cardonaldpc@gmail.com</a> .	SC	

<b>Appointment of Co-Opt Member</b>	The PC members were asked to vote on the appointment of a Co-Opt Member. Mr Ronnie Jamieson was asked to be part of the Parent Council due to his experience and affiliation to the local Community Council. Mr Jamieson Accepted the invitation.	SC	
<b>Selection of Parent Council Office Bearers</b>	Vice Chair – TBC Secretary – Mr Ronnie Jamieson – Nominated by LS & 2 <sup>nd</sup> by GF Treasurer – Mrs Lyndsey Seeley - Nominated by SC & 2 <sup>nd</sup> by GF	SC	

<b>PC Meeting :</b>			
<b>Previous minutes from the meeting of 1<sup>st</sup> March 2022 were read and matters arising discussed.</b>	Matters Arising : <ul style="list-style-type: none"> <li>Cost of tubs for unit in quadrangle. Mr Coogan is to forward a link to the tubs they require and the PC will gather final costs to pass onto members.</li> </ul>	MC RJ	
<b>Head Teachers Report:</b>	Mr Coogan read out his Head Teachers Report and a copy is attached.	MC	

<b>Secretary's Enquires / Emails</b>			
<b>Urdu &amp; English Storytelling</b>	Free drop in at Pollokshields library for 5-8 year olds on 18 <sup>th</sup> June 2022.	Chair	Done
<b>Training Course for PC members</b>	These were short notice as we had to delay AGM due to Parents Evening and would be taking place on the same evening as AGM.	Chair Secretary	Done
<b>Football Info Camp</b>	Summer football camps during the summer. Info poster put on PC social media.	Chair	Done
<b>Communications – Via Email &amp; Social Media</b>	GCPG courses available in the future for PC members and also for the Parent Forum. These will be sent out via social media. If any member of the PC attends then please contact the Secretary so that we can update our training records.	RJ	

<b>School Library :</b>			
<b>Update on School Library &amp; Scholastic Account</b>	To be carried over to next meeting.	RJ	

Fundraising :			
<b>Possible Fundraising</b>	<p>At present due to the low numbers within the Parent Council it will not be possible to organise and run any event at present. This includes discos and Fairs. This will be discussed at next meeting in September 2022 to look into drumming up support as the PC is getting very close to being unable to meet as per constitution.</p> <p>This will impact all the events and donations that the PC give to the children each year. These include:</p> <ul style="list-style-type: none"> <li>• P1 Parents bags.</li> <li>• Christmas Parties.</li> <li>• Panto donation.</li> <li>• Discos 3 times a year.</li> <li>• Christmas Fair.</li> <li>• School Ties for P7s.</li> <li>• Donation to P7 end of year events.</li> <li>• Applying for funding for the school playground development.</li> </ul> <p style="text-align: center;"><b>Overall, last year the PC managed to donate over £1880.00 towards all the various events to benefit all the children.</b></p>	Chair Secretary	
<b>Area Partnership</b>	RJ & SC have completed an application for new playground benches. This will be reviewed by GCC at the next AP meeting which is to be confirmed. Update will follow at next meeting.	Chair Secretary	

Any Other Competent Business :			
<b>PC Code of Conduct</b>	The newly established PC members will be sent a copy of the PC code of Conduct which will be required to be read and email sent to the Secretary to confirm acceptance.	ALL	
<b>PC Members</b>	<p>It has been recognised that the PC is running on very low numbers and if there is any member not available to attend then the meeting will be cancelled as the quorum is 5 members as per the constitution for a meeting to take place.</p> <p>The PC will put posts &amp; posters to appeal for further members of the parent forum to attend the school PC meetings as this is to benefit the children going forward.</p>	ALL	
<b>Meeting Location</b>	<p>It was raised by RJ that Lets are now available and the meeting can go back to being held in the school which may appeal to some members of the Parent Forum.</p> <p>The next meeting will be via Zoom Platform and discussed for going forward into the new school year.</p>	ALL	
<b>Homework Club</b>	LS asked MRS Waddell if the school Homework Club will be re-established next year, Mrs Waddell was surprised at the low numbers and will now invite parents/carers to a Literacy Session at the school and the PC will be invited to attend and share what the PC completes for the school and children.	CPS PC	

<b>PC Roles</b>	A post is to be placed on social media to promote the different roles in the PC to allow parents/carers to hopefully attend and be part of the PC.	AM	
<b>Weekly Sports Class</b>	LS asked if the Sports Class will return. This is arranged by Mrs Strang and will return. Due to the large numbers that apply it will normally mean children should be able to attend 1 of the sessions through the school year.	N/A	
<b>School Photographs</b>	The PC was asked to do a survey in December 2021. We completed the survey via social media and fed back the results to CPS although it was never booked, so LS was asking why and can we get them booked soon. LS had a lot of parents ask her why other schools all arranged it and we didn't. Mrs Waddell said she wasn't sure why they didn't but followed up but has now booked Tempest for early next term.	N/A	
<b>School Uniform Donations</b>	It was asked if the school still take in used uniform donations. As the school had a large previous donation, Mrs Waddell would update when donations would resume. RJ suggested that if there was large numbers of uniforms then the excess could be donated to the local uniform bank. Secretary will pass on the details for these groups.	PW Secretary	
<b>Class Numbers of New P1s</b>	HM asked if P1 numbers were still being reduced year on year and was noted by parents that this was due to other schools having After School Care Facility within the school. This was updated by Mrs Waddell that the numbers were slightly up from last year and will slightly change year on year and as CPS had no After School Facility had no bearing on these numbers.	N/A	
<b>PC Laptop</b>	It was voted by members that a basic laptop would be purchased for use initially by the Treasurer to complete reports but can be used when the PC has events. GF offered to check local shops for costs and agreed we would use one that was part of Easyfundraising. Final cost will be shared with members before purchase.	Chair Treasurer	
<b>Clothing Fund</b>	GF asked if we are going to pay for spare underwear for P1 & 2 as the PC normally do this each year. This was agreed that this would continue.	Treasurer	
<b>P7 Trip</b>	HM raised that as there was only 2 weeks' notice for the P7 trip in September and that this may have caused a financial burden on some parents/carers. It was asked if there was any fund available to help families that would struggle to raise the deposit and therefore the child would not be unable to attend. Mrs Waddell said she wasn't aware of anyone that had to forgo a place but would ask this at the next meeting within the school. HM asked if the PC would cover these costs going forward each year. This would need to be covered at another meeting as the PC would normally give advice or look into external funding advice to help these families. The PC would not pay any deposits as they would need to be an annual standing item which the PC couldn't afford nor guarantee for the future years.	Chair	

**Next Parent Council Meeting**

**Tuesday 6<sup>th</sup> September 2021 @1900  
Via Zoom Platform**