**MINUTES**

**Milton Primary School – Parent Council AGM**

**Monday 18th September 2023**

**In Attendance**

Jill Pate (Chair JP), Jude Clarke (Secretary JC), Michelle Wailes (Treasurer MW)

Lorna James (Headteacher LJ), Gillian Prentice (Principal Teacher GP), Jaclyn Bunten (Principal Teacher JB), Peter Ferrier (PF), Alison Shaw (AS), Vicki Brennan (VB), Jenny Manson (JM), Clare Hislop (CH), Suzy Graham (SG), Steven Strachan (SS), Shona Meikle (SM)

Alasdair Gray (AG) from Lesmahagow High School

Cllr Ross Lambie

**Apologies**

Janet Graham (JG), Marla Clarke (MC), Hazel McShane (HM), Mary Brownlie (MB), Annie Watson (AW), Ailsa Lorimer (AL)

1. **Approval of Previous Minutes – Adopted by AS, Seconded by VB**
2. **Review of Constitution** – No changes proposed
3. **Appointment of Office Bearers**
* **Chair – Jill Pate (JP) to continue, proposed by MW, seconded by JM**
* **Vice Chair – Peter Ferrier, nominated by JP, seconded by AS**
* **Secretary – Jude Clarke (JC) to continue, proposed by JM, seconded by JP**
* **Treasurer – Michelle Wailes (MW) to continue, proposed by JP, seconded by JC**
1. **Lesmahagow High School Transition Discussion**
* Alasdair Gray one of the deputy head teachers at Lesmahagow High School noted that the high school would like more parental involvement and interaction. He asked that we provide feedback on recent transition events and think about ideas on how to attract more parents into the high school. **JP to canvas the facebook page and feedback any ideas (Done subsequent to meeting and fedback to AG 26th September 2023)**
* He discussed that the P7/S1 transition events were not as well attended as they would like. It is a good event to attend as it is a chance to see the kids at school.
* Suggestion made that a booklet with teacher names and pictures like was created during covid would be useful information.
* Discussion that the school have information page on each child so that any additional needs (as advised by primary) are raised to teachers through it.
* Suggestion made that future events at high school should avoid conflicting with events at primary schools. Advance notice of events is appreciated.
1. **Chairpersons Report (see Appendix A)**
2. **Potential grants**
* Discussion (from RL & SM) about money for the community from the Hagshaw windfarm, £1.35 million annually from 2025 between Lesmahagow, Douglas, Coalburn and Rigside communities. RL happy to be contacted about it.
* Decision to be made by the community whether the council take control or a trust is set up. Lesmahagow Community Council are going to have an open day at the Fountain on the 30th of September 10am to 1pm.
* PF raised that Scottish Power have a sustainability grant for projects. LJ confirmed that she has a potential idea (**to be discussed further outside of the meeting**).
1. **Financial Report**
* Account balance as at 31 July 2023 is £2,171.16
* Deliberately spent funds in 2022-23 to reduce balance in account - key expenditure included Education City, part funding Motherwell Panto trip and two ipads.
* Key fundraising events included Christmas Fayre, Race Night, Hallowe’en disco and Christmas Cards.
* £711 committed for this year’s Education City licenses.
* Approximately £750 raised at Tesco bagpack at start of September (2023/24 financial year)
* Parent Council and school to consider available grants (e.g. Loaningdale, Development Trust, Community Council, Scottish Power, windfarms) for specific spend.
* Discussed Parent Council funding “in house” panto – agreed in principle to fund up to £750+VAT (subsequent to meeting LJ confirmed no availability with known suppliers).
1. **Head Teacher Update (see Appendix B)**
* Major issues with the cost of transport for trips, application will be made to Loaningdale Trust again. Discussion about frequency of school trips locally or special events that can happen at school versus with transport.
* Tree survey carried out after a tree came down in the playground.
* Parents portal kick off.
* Drama show (Aladdin) planned for spring 24
* Sustainability/Outdoor learning: LJ said Gaynor would talk to Nora at Tesco re blue tokens
* Request from pupil council for netball stand to save having to regularly move equipment from indoors to outdoors (MUGA). Approved spend for 2 at total cost of approximately £300
1. **Fundraising**

**Halloween disco**

* Thursday 26th October - £3 entry fee.
* 5:30-6:30pm set up, 6:30-7:30pm P1-P3, 7:45-8:45 P4-P7pm
* VB to get gifts (best dressed and Corners) and ask Tesco for juice/crisps. JC to get balloons and crepe paper to decorate. VB/JC to work on spooky boxes for a game. SS to provide lights and music. LJ to arrange some decorations needed for corners. All to bring any decorations they have. Parent helper volunteers noted at meeting and ask will go out in pupil post. House points to be provided for balloon game and box game

**Christmas Fayre**

* Friday 1st December 1:30 to 3pm - £3 entry fee (pupils and under 5s free)
* Time changed from ending at 3:30 to 3pm as fayre tailed off around then previously
* JP/all to contact previous stall holders to see if they would like to attend again. £20 a stall (plus raffle donation). Agreed up to 8 external stallholders could be accommodated
* SS to donate selection boxes for grotto (later confirmed 100-125 needed). Grotto price remains £2/child
* JP to recruit Santa. VB to provide 1-2 “sum up” machines
* Discussion around stalls. Pocket money stall requires more investment.
* Raffle prizes, JP sent round list of local businesses for volunteers to ask.
* Book and tombola donation boxes will be reinstated at front door of school
* Other ideas ongoing
	+ Milton’s got talent (MGT)
	+ Spring disco
	+ VB suggested hosting a panto performance for the wider community in the evening idea but LJ noted preference for school to prioritise the Easter frama show instead
	+ Christmas cards will be arranged directly by school this year (alternate years between Parent Council and school)
1. **AOCB**
* There was a request to consider replacing netball team uniforms. **JP to discuss outside of meeting with LJ** (not suitable spend for parent council given small number of beneficiaries but alternative funding might be available elsewhere).

**Dates of meetings 2023/2024:**

Monday 7pm – 6th Nov 2023

Monday 7pm – 5 Feb 2024

Monday 7pm – 13th May 2024

**APPENDIX A**

**MILTON PARENT COUNCIL**

**CHAIR REPORT 2022/23**

Thanks to those involved in the Parent Council last year – it was great to get back to face-to-face meetings.

Key school business discussions:

* October: HMIe Inspection, ICT refresh
* November: ICT refresh, Wellburn Farm Housing development proposal, homework survey, Infant area flood
* February: traffic calming measures
* May: Sports day, school noticeboard, 2023/24 school roll, school improvement priorities, cost of school dat

Key spend decisions:

* Education City renewal over 3 years (£2,560)
* Pantomine at Motherwell (c£2,500)
* Transport (thanks to £2,000 Loaningdale)
* P7 leavers event/gifts c£400
* 2 ipads

Key events/fundraisers:

* Hallowe’en disco (c£250)
* Christmas cards (c£200)
* Christmas Fayre (c£1,600)
* Race night (c£600)
* Highland Games float
* Tesco Bag pack (c£750)

Key grants/other income:

* Lesmahagow Community Council (renewables microgrant) £250
* £200 donation from band night
* Ragbag/Easyfundraising (c£200 between)

**Appendix B: Parent Council 18/09/23**

**Head Teacher’s Report**

**General**

* All children have settled well since returning from Summer holidays.
* Primary 1 have settled really quickly. Quite a small class but all have made lovely friendships already and have bonded well as a class.
* The Primary 7 buddies are enjoying their new role and are enjoying the extra responsibility they have this session.
* Three new carpets in the upper corridor classes. All completed within a week with minimal disruption.

**School Playground Changes**

* Tree fell down before we finished in June.
* Decision made to have all children in the front playgrounds. This is working well although it is a bit busier.
* The recent biscuit sale raised money for new playground toys and all children were able to contribute to the list of resources being purchased.
* The back playground will be utilised as a out main outdoor learning space.
* Various grants have been applied for to get raised planters and outdoor learning equipment. This would allow resources to be kept outside and not have to be cleared away for playtimes etc.
* This is a work in progress but will be developed by all classes. We are also hoping to have the Tesco tokens to help with additional outdoor resources for this project.

**Beat The Street**

* Starting Wednesday. All classes given their fobs and maps today and shown a PowerPoint about how to play.
* Hoping to have lots of updates about this as the weeks go on.
* Could this be shared on the PC PTA page too?

**Proposed Industrial Action**

* Unison Union proposed industrial action is planned for Tuesday 24th – Thursday26th September. Letters were given to school on Friday and forwarded to families.
* We do not know if this will go ahead but there will be a decision on Wednesday at 5pm by the Union as to whether Support Assistant, Catering, Janitorial and Facilities staff vote to accept the newest pay offer.

**House Captain and Vice Captain Legacy Plan**

* Working with Glebe Sheltered Housing and Bankhouse to provide entertainment and card, poems etc to residents throughout the session.
* No plans for the HC/VC to ask for funding from PC.

**Pupil Council**

* We have changed the MUGA so that every second week pupils can play netball or basketball. This has meant that the netball stands are wheeled out and can’t be used in PE that week.
* Letter from Pupil Council.
* School Trips - discussion