

PARENT COUNCIL MEETING MINUTES

Milton Primary School

Monday 18th May 2026



Attendance

Vicki Brannan (VB), Lauren Strachan (LS), Michelle Wailes (MS), Allan Brown (AB), Jenny Manson (JM), Alison Shaw (AS), Gillian Prentice (Principal Teacher - GP), Jacqueline Bunten (Principal Teacher - JB)

1. Apologies for Absence

Apologies were received for:

Peter Ferrier (PF), Rachel Torrance (RT), Lorna James (Headteacher - LJ), Nanci Creedon (NC), Claire Law (CL), Suzy Graham (SG),

2. Adoption of Previous Minutes

The minutes of the previous meeting, 9th February 2025, were adopted by AS and seconded by JM

3. Actions

LS briefly touched on action tracker, most were completed.

There were no questions, and the update was noted.

4. Headteacher Update

Attached below, see Appendix 1

There were no questions, and the update was noted.

5. Financial Report

MW gave an update on the parent council funds.

The account is healthy £4,759 in the account.

Sumdog fee paid to school at the end of April 2026.

ICT refresh discussed, losing 9 chromebooks. LS discussed match funding grant (still to find the match funding for this to go ahead)

There were no questions, and the update was noted.

6. Spring Disco De-Brief

It was suggested that the older discos (Spring & Halloween P4 to P7) is a bit longer and maybe factor in more time for little ones too as it seems rushed.

Possibly 15 to 30 minutes longer? Latest let is 9:30pm.

P1 to P3 – 6:15 to 7:30pm

P4 to P7 – 7:45 to 9:15pm

This needs to be discussed with LJ.

There were no further questions, and the update was noted.

7. Fundraising

- Tesco Bag Pack discussed, decided to leave this for 26/27 as lots of other clubs are utilizing this form fundarising.
- Car Boot Sale, use primary school and high school? Possibly some time in September.
- Duck Race, or similar, like Scouts do.
- AB applying for Westmorland funding for Lockerbie waterproofs and accessories.
- Milton's Got Talent (MGT), VB and others like this suggestion. Sell tickets to the community?
 - o Find out how much previous MGT's have made? **VB / MW Action**
- Car Wash
- Teddy Tombola
- Halloween Disco 2026
- Christmas Fayre 2026
- Spring Disco 2027

There were no further questions, and the update was noted.

8. AOCB

P7 Leavers

- High school ties from PC this year
- JB arranging MPS gift for P7s working with LJ on this
- JM suggested that it would be helpful for the school or Parent Council to inform future P7 parent groups that leavers' hoodies are organised by them, along with how disco allocations are handled by the Parent Council.

There were no further questions, and the update was noted.

9. Dates of Next Meeting(s)

- 7pm, Monday 31st August (AGM)

Note: Block bookings for the 2026/27 term including meetings, discos, car boot sales, and other events, should be arranged once the dates for each activity have been agreed.

APPENDIX 1

Head Teacher's Report:

Parent Council 18/5/26

Head Teacher's Report



Apologies I cannot attend and my sincere thanks to all members who have supported the school again for a great year of learning and laughter in our wonderful school!

Thank you to PC

- A thank you to the support of all the Parent Council members again this year for the events held and the money raised and donated to help with digital literacy across the school, the ever-popular panto and the grants which have helped with rising transport costs.
- Thank you to the members of our Parent Council who will not be back with us in August – Judith Clarke who I'm hoping will still give a green fingered helping hand with our garden and Jenny Manson I would like to thank you for your hard work, time and dedication over the years, you have made a positive difference with all the things you have been involved in and I am very grateful for all you have helped with over the years. We'll miss you but as we always say – the door is open for a cuppa whenever you are passing! Thank you.

ICT

- A thank you for the Parent Council contributions to the school this year for supporting Sumdog for all pupils, the fabulous view sonic boards, additional iPads and also the additional chrome books which are invaluable as part of our supported learning using talk to type software.

Sports Day

- Same as last year – Traditional races at the Glebe (parents/carers able to attend), will be asking for some PVG volunteers, then afternoon of potted sports in school (school only as no space for spectators).
- Proposed date Friday 12th June (weather permitting).
- School to approach Tesco for possibility of ice lollies on the day.

Enrolment/Classes

- All new Primary 1 families joining in August have been contacted and our rising 5s days will go ahead as normal with a parental meeting on the final day when pupils have lunch with their buddy. (***Vicki are you able to attend the final meeting to give an input to new families about Parent Council?***)
- Numbers are much lower this year than we have ever had previously. We have 13 pupils registered and are losing 33 in Primary 7. This obviously has a knock-on effect and next year our classes will be comprised of the following; P1/2, P2/3, P4, P5, P6, P7
- Due to the decrease in roll, there will be a decrease in staffing entitlement next session. Mrs James is still waiting for final staffing call from SLC and will be able to share staffing compliment in due course when this is finalised by the Council.

LHS Transition Days/End of Term

- Primary 7 will have their two transition days to Lesmahagow High School on the 9th and 10th of June. There have been a number of recent staff visits from LHS to see the Primary 7 class and all staff have been very complimentary of our Primary stars! events with the pupils going to the High School and vice versa.
- Our Leaver's assembly with prize giving and Oscar's ceremony will be held in school on Thursday 18th June from 9.30.

School Improvement Priorities 2026/27

- **Improving our School** - A collaborative program that works across whole primary schools to enhance collective self-evaluation, targeted interventions, and peer-to-peer classroom support. This will be completed as part of the West Partnership –

8 local authorities with targeted professional learning programs to drive collaborative, evidence-informed school and classroom improvements.

- **Health and Wellbeing** – Recognition of Becoming an Attachment-Informed and Trauma-Sensitive School – pledge 1 (Act to Make a Difference). Formal commitment to putting relationships at the heart of everything we do. Further investment in Emotion Coaching training for all staff and further development of Attachment-Informed practice across the school to ensure pupils feel safe, valued and understood.
- As always Parent Contributions/suggestions will be sought from our monthly newsletter.
- Pupil Natter will gather pupil views, comments and suggestions.

PEF Allocation/Participatory Budget

- We are led to believe that we will have a similar allocation of PEF for one more year which will be around £21,600 – It is unsure what funding will be in place after this year – this is still to be decided from Scottish Government.
- There will again be a 5% participatory budget taken from this amount which pupils and parents/carers will be involved in spending.

Appendix 2

Action log:

<u>Action</u>	<u>Description</u>	<u>Owner</u>	<u>Status</u>
Travel Grant	Loaningdale - successful grant £3k awarded	Lauren Strachan (LS)	Closed
Christmas Fayre	Books for book stall	Lorna James (LJ)	Closed
	LJ to check		
	donations needed?		
Christmas Fayre	Win a bottle game	Lorna James (LJ)	Closed
	bottle bags		
	bottles needed?		
Christmas Fayre	Signs / banners for fayre day	Peter Ferrier (PF)	Closed

	create this years		
Christmas Fayre	Time fillers	Lauren Strachan (LS)	Closed
	Café Quiz (small prize & post box too)		
	Christmas themed photo booth		
School Photographs	Last year using this photographer	Lorna James (LJ)	Closed
	NC suggested doing in house school photos - school doing them		
	other options to be reviewed - new in place for 2026		
Fundraising Ideas	dress down days (£ or bring tombola items)	Claire Law (CL)	Closed
	CL suggested, great idea		
	trailing for C2025 Christmas Fayre		
Christmas Fayre	Grotto helper needed? VB high school helper	Vicki Brannan (VB)	Closed
Christmas Fayre	Grotto selection boxes - LS to get donation from Steven	Lauren Strachan (LS)	Closed
Christmas Fayre	Cups, napkins, etc.	Peter Ferrier (PF)	Closed
Christmas Fayre	Raffle donations - local companies	PC Committee	Closed
Christmas Fayre	Candy canes, new game	Michelle Wailes (MW)	Closed
Christmas Fayre	Sweetie prizes Santa's chimney	Peter Ferrier (PF)	Closed
Tombola	Jude number of raffle books needed?	Vicki Brannan (VB)	Closed
Santa's Present	Vicki to arrange	Vicki Brannan (VB)	Closed
Sumdog Payment	MW to arrange for payment to be transferred to school	Michelle Wailes (MW)	In Progress
	Amount, duration of agreement to be found out.		
	MW and LJ to discuss		
Loaningdale Funds	Transfer to school	Michelle Wailes (MW)	In Progress
P7 Leavers	Gifts to be agreed upon May 2026!	PC Committee	In Progress
Footballs	Still needed? Other companies to ask? Lesmahagow Juniors provided some	Allan Brown (AB)	In Progress
Spring Fundraiser	Guess teddy / bunny birthday LS to buy and school to have sheet for guesses	Lauren Strachan (LS)	In Progress
Cumberhead Grant	LS and GP to discuss Chromebooks, reading pens, laptops deadline 3rd March 2026	Lauren Strachan (LS)	In Progress

MUGA (1)	On-going AB and LS exploring further	Lauren Strachan (LS)	In Progress
MUGA (2)	other schools, find out what they have done / are doing	Lauren Strachan (LS)	In Progress
	Amanda at Coalburn one stop shop - Leadhills example LS to get more details		
MUGA (3)	Feb 2026 LS to send FOI to SLC (LS to review emails and see response in May / June 2026)	Lauren Strachan (LS)	In Progress
Fundraising Ideas	Tea towels/bags - year about Car wash Car boot sale Milton's got talent Recipe books Coloured hampers - different colour per class then raffle off Race Night / Quiz Night Discos Tesco bag pack with raffle and tombola	PC Committee	Not Started
	Keep as suggestion for considering		
Outdoor Notice Board	Outdoor noticeboard, installation and placement of board to be determined in due course. Keep on as a reminder, may revisit 25/26	PC Committee	Not Started
QR Codes	To promote engagement with parents, consider for future events	PC Committee	Not Started
Transport Costs	Cost of transport or requests for funding to be carried out earlier, grants to be considered earlier.	PC Committee	Not Started
	Loaningdale available Aug/September time - need to apply early and keep aware of closing date		