

# Minutes of the PSA Meeting 5 September 2023

Welcome and apologies	<p><b>In attendance:</b> Nick Ramage (NR); Frances Ross (FR); Clare Lacey (CL); Kirsty Martin (KM); Andrew Gardner (AG); Elaine McLeod (EM); Elizabeth Budzynski (EB); Kirsty Miller (KM<sub>i</sub>); Laura Briggs (LB); Lisa Eardley-Brown (LEB); Lyndsay Hemsley (LH); Angela McKellican (AM); Thomas McFadyen (TM); Wendy Stuart (WS); Morag Logan (ML); Erin Mason (EMa); Eilidh Scott (ES); Darlene Jeffrey (DJ); Claire Yates CY); Aurindam Paul (AP)</p> <p><b>Apologies:</b> Felicity Chisholm; Liza Streeter; Faye Bowden; Kate Chandler</p>
Approval of minutes	Minutes from March 2023 meeting were approved.
Chair Updates	<ul style="list-style-type: none"> <li>• FR ran through various events since the last meeting and thanked the organisers:</li> <li>• Raffle – Louise, Carol, Clare</li> <li>• Gardening Day – all volunteers</li> <li>• Community/School sports – thanks to bakers and helpers on the day</li> <li>• P7 Show supporters</li> <li>• Clare, Jill, Nick – End of term social night</li> <li>• Vice Chair position is free, please get in touch if you want to take on the position or have a chat</li> <li>• Carol continues in football this year (and Library) but looking for support as stepping down next year; 2 co-ordinators P1-3 and P4-7 required to take on the football. Please get in touch if you would like to help</li> </ul>
Kirsty update	<ul style="list-style-type: none"> <li>• Finance meeting to be put in the diary</li> <li>• Outdoor learning progressing in school</li> <li>• P7s getting ready for camp next week</li> <li>• Main items of funding requested are: <ul style="list-style-type: none"> <li>○ Panto request</li> <li>○ Playground equipment; and potentially</li> <li>○ Royal Highland Show but need to consider and need to book buses for whole school sooner this time</li> <li>○ All attendees were supportive of the main requests</li> </ul> </li> <li>• Foreign student programme with students attending the school for a couple of days – school gets £20 per person for attendance and could make c.£400 which would go to Panto funding</li> <li>• Astro – is this where we want to target fundraising? – last quote £140k+. Need £70k to get planning permission and next step of process. If Astro is not the answer, something</li> </ul>

	<p>else that can be used in a sporty way. – FR noted needs to be wider community not just parents of school</p> <ul style="list-style-type: none"> <li>• CL asked if anyone has any experience to come forward</li> <li>• Meet the teacher 6/9 – uniform available at meet the teacher</li> </ul>
Financial position	<ul style="list-style-type: none"> <li>• CL ran through the position</li> <li>• £15k cash in hand; £3k minimum balance to be held, £3k for football development and c.£1,500 football balance</li> <li>• CL ran through PY accounts noting income of c.£20k and expenditure of £16k with a surplus of £4k</li> <li>• CL noted the committee are looking into a card reader for use at various events given cash and floats have been a problem in the past</li> </ul>
PSA plans	<ul style="list-style-type: none"> <li>• FR outlined the plan of events for the year with proposed dates: <ul style="list-style-type: none"> <li>○ Autumn Fair - 30/9</li> <li>○ Halloween discos – 27/10</li> <li>○ Parents Xmas social – Dec – TBC</li> <li>○ Magic show – 24/31 January</li> <li>○ Spring disco – 22/3</li> <li>○ P7 School Show – 26/3</li> <li>○ Race night – 26/4</li> <li>○ Summer Raffle – Jun-24</li> </ul> </li> <li>• Claire Yates noted we couldn't get a company to do the race night so maybe just having a night out instead</li> <li>• All other dates/ideas supported with future meetings to focus on next events</li> </ul>
Autumn Fair	<ul style="list-style-type: none"> <li>• FR outlined plans</li> <li>• School Let put in for Fri eve for set up and Saturday all day for Big hall, small hall and kitchen</li> <li>• Proposed timings are 11am-2pm on 30/9</li> <li>• Donation request for the stalls to be circulated by groups</li> <li>• Stalls to be manned and organised via the wider school to get shifts on the stalls (c.2 hours each)</li> <li>• Local business to be offered to come along – let FR know</li> <li>• NR ran through who had volunteered for each stall and what was still available; FR noted there will be a sign-up sheet at meet the teacher on 6/9</li> <li>• Animal man requires money (£280) – was done recently and was busy some people couldn't get in.</li> <li>• FR Entry fee suggestion of £1 per person; CY suggested donations only rather than minimum entry as some people are more generous</li> <li>• FR asked KM and AG if we can involve the kids from school; KM noted that would be great with sweets in the jar and name the bear good ideas but will put it to the P6/7 kids on what they want to do. Additionally, the kids could help</li> </ul>

	<p>run the sweets/bear competition in week leading up to the fair then kids can get a feel for it and help run it</p> <ul style="list-style-type: none"> <li>• KM suggested Toxic waste challenge, but not sure</li> <li>• Soak the teacher stall was popular in survey – AG said he was happy to take part and would find out what other teachers wanted to be involved</li> <li>• FR noted the logistics of collection of donations – is space available in school? KM said there is a spare room in the hut to be utilised</li> <li>• CL – candy floss nice to have, but a bit messy, could bag up pre fair; KM has a popcorn make that is available to use</li> </ul>
AOB	<ul style="list-style-type: none"> <li>• Class reps amendments - Erin Mason now rep for P2;</li> <li>• Laura Briggs volunteered to be P1 rep along with Eilidh Scott.</li> <li>• No volunteers for Parent Council PSA Rep</li> <li>• Earth calling - KM noted earth calling is after school and still happens. Wildlife rangers/outdoor classroom part of school day which PSA supported via the school. School has a member of staff to now support, outdoor curriculum now in sync with indoor curriculum and year planned out. Cost is free and with budget cuts it made sense or justify the additional spend when it can be done in-house.</li> <li>• NR - Carol requested some more funding for books; KM noted there is not much space, no need for books at this point – speak at next meeting around this as book stall at fair which may free up space</li> <li>• CL noted magazine subscriptions now stopped</li> <li>• KM – bike ability – if anyone wants to take it on or be trained get in touch with KM – 22 &amp; 29 Sept 1pm-5pm for training; CY noted to put round year groups</li> </ul>
Date of next meeting	Next meeting TBC

## ACTIONS

Action number	Details	Responsible	Due date
1	Meet to discuss Astro Options	KM, FR	Dec-23
2	Date to be agreed for next meeting	FR	Nov-23
3			