



**ABOYNE PRIMARY PARENT COUNCIL MEETING
WEDNESDAY 8TH JUNE 2022 (ONLINE)**

PRESENT	Amanda Whitfield, Colin Hutchison, Becki Redmond, A Brodie, Claire Basil-Ratley, Corri O'Shea, Dawn Lobban, Elaine Walker, Heather Smith, Katherine Kinloch, Katie Stewart, Laura Robertson, Lesley Taylor, Mette Cormack, Nicola Ewen, Richard Galloway, Shaeron Smith, Lynn Timmins, Lucy Wisely, Milly Leggat, Michelle Gibbon, Cllr Sarah Brown, Julie Reid (minutes)	
APOLOGIES	Sarah Sergeant, Gemma Massie	
AGENDA		ACTION
1.0	<p>Chairs Welcome and Apologies</p> <p>BR, as acting chair, welcomed everyone to the meeting. A special welcome was extended to Colin Hutchison who, as Acting HT, will be taking over from Amanda who was wished well on her travels.</p> <p>CH introduced himself and thanked everyone for the opportunity. He is raring to get going and promised to take good care of the school in AW's absence.</p> <p>POST MEETING: Apologies to Cllr Sarah Brown who was not formally welcomed to her new role during the meeting. The committee have subsequently made contact to correct this oversight.</p>	
2.0	<p>Approval of Previous Minutes</p> <p>There were no objections or amendments to the previous minutes.</p>	
3.0	<p>Head Teacher Update (Amanda Whitfield)</p> <p>AW confirmed that although she has been absent more lately, she will still be overseeing the running of the school until August. AW expressed her sincere thanks to DL and the team for keeping things moving forward and she thanked the parents as well for working closely with the staff team.</p> <p><u>School Role & Staffing</u></p> <p>AW was able to confirm that, despite the school role dropping for next year (meaning we should've only had 10 classes), she has managed to secure staffing for 11 classes in August. This means there will be more composites than there ever has been in the time AW has been at the school but consequently class sizes will be smaller. AW is confident they won't have to reconfigure classes throughout next year. AW is waiting to hear if the school has been allocated a probationer for next year. This would be exciting for the school. Historically there have been many probationers, always at least one, sometimes 3 per year. They bring a huge amount of enthusiasm and news from the universities along with the latest research. It provides an opportunity to move forward as a staff and grow our own team.</p>	



AGENDA		ACTION
3.0 Cont.	<p><u>Improvement Plan</u> Aberdeenshire Council have changed the deadline for improvement plans which are usually due at the end September. This year, however, they are asking for everything at the end of this term. AW stated that this suits the school really well as it will help with the handover for CH. By end of this term AW will be able to give a brief summary of key successes this year and what the key priorities are for development next year.</p> <p><u>Current Works</u> The toilet renovation and CRH development are currently 3 weeks behind schedule. AW is confident the contractors will make up lost time during the summer. There is a limit to the work that can be done whilst the school is operational. The current completion date of the end of first week of new term still stands. AW confirmed she would keep everyone abreast of any changes over the summer holidays.</p> <p><u>Residential Trips</u> DL and AW and are discussing the possibility of a residential trip for senior pupils next year.</p> <p>DL provided an update. Dalguise have dates available for May and June. Cost around £425. Alternatively, Loch Inch is available at the end of this year (so the trip would be earlier). Loch Inch cost would be £350 for Sept/Oct or £277 for November. Grant funding towards travel expenses is possible as it is a trip to a National Park.</p> <p>Loch Inch provide lots of different hobby sports for children to try. A Dalguise trip is more about the children challenging themselves.</p> <p>Discussion ensued. CH stated being aware that Dalguise having some staffing issues and some schools have had trips cancelled at very short notice. CH suggested another option – Barcaple. CH to find out more and advise. AB also suggested Abernethy https://www.abernethy.org.uk/. AW advised having previously been to Abernethy and highlighted that one of the downsides at that time was there was much less staffing support from the centre. It's very intensive, almost 24/7 interaction required from our staff, whereas e.g., Dalguise there are a number of short breaks built in during evenings for staff.</p> <p>RG acknowledge there were very good arguments for either option. BR suggested a discussion with the upcoming P7s. From a financial perspective, perhaps having longer to pay would help more parents. In terms of weather, Loch Inch would be better around the same time as Dalguise (May/June). NE suggested end of year as the children will be more mature.</p> <p>BR thanked both AW and DL for progressing.</p>	CH



AGENDA		ACTION
3.0 Cont.	<p>AW stated that this would be her last PC meeting for a while and thanked everyone for their support. She told CH that Aboyne Primary is an amazing school which has been one of AW's most challenging yet most rewarding headships. AW wished CH well.</p>	
4.0	<p>Treasurer Report</p> <p>Current Bank Balance £18,578.68</p> <p><u>Ring Fenced Funds - £13,076.01</u> Co-op £250.00 Winter Festival £1,186.41 Playground £11,639.60</p> <p><u>Due Out (Current Year Expenditure) - £2,350.00</u> £150 per class (£1,650), Nursery (£180) and CRH (£270) - £2,100.00 P7 Calculators £250.00</p> <p>Balance Remaining - £3,152.67 plus Bingo Night (approx. £1,000.00)</p> <p><u>2022/2023 Commitments - £2,550.00</u> £150 per class (11 classes plus Nursery and CRH) - £2,100.00 Christmas - £200.00 P7 Calculators - £250.00</p> <p>Surplus Funds Available After 2022/2023 Commitments - £1,602.67 approx.</p> <p>JR again stated that she would be stepping down from her role as Treasurer given she will no longer have any children at the school. She welcomed any informal enquiries and confirmed that she would provide support during any handover. Thanks to KS who has kindly agreed to co-ordinate the allocation of class funds. It was agreed funds would be paid to each class on receipt of a school requisition form and copy receipts. It was confirmed that money raised from the Scholastic Book Fair went directly to the school.</p>	
5.0	<p>Playground Development Update</p> <p>BR summarised the past 4 years of developing various aspects of the playground. The intention was to take forward a final design chosen by the children. Unfortunately, it has proven much more difficult to raise funding. We were awarded £2,000 this year from the Arnold Clark Community Fund. In recent conversation with the chosen company, Komplan, BR was advised that prices have since trebled. Our original £60k budget would now need to be £180k which is completely unrealistic. The current amount we have sitting for the playground will not purchase anything worthwhile. BR proposed revising our target to £20k with a view to purchasing a single large item for the space where the old climbing frame used to be.</p>	



AGENDA		ACTION
<p>5.0 Cont.</p>	<p>An application for funding has also been submitted to the Co-op to support the ongoing development of the old nursery garden (now known as the back garden). Thanks to LR for submitting this on behalf of the PC.</p> <p>AW provided CH with more information of the space in question. HS, Intervention Protection Teacher for the cluster, provided an update on her initial funding and the work done in the back garden to date. The idea is to have sensory part to that garden.</p> <p>BR asked for consensus. DL asked if prices are likely to keep rising. BR advised that Komplan is confident that they can provide one larger item for £20k. BR is keen to have more of a visual impact. LW asked if we were tied to using Komplan. BR advised that Aberdeenshire Council Landscape Services will only upkeep equipment supplied by council approved suppliers. SB advised looking at alternative materials as sometimes that can make a difference in price. SB also stated that it is important to note that a massive part of the cost is the safe surface installation underneath. BR advised, for this proposal, we would not need to fill the full bark area as originally advised by Komplan. LW suggested speaking to other companies now we are looking at one key piece.</p> <p>DL asked what the plan would be to achieve the additional funding. BR advised many smaller £1k funds are available and she has approached Awards for All. If they allow us to apply, then an award from them could be up to £10k. BR also said she was considering reinstating the Merry Go Round sales for this purpose as previous sales have raised up to a couple of thousand pounds per sale. Crowdfunding is another option.</p> <p>JR welcomed any ideas and advised that any changes would need to go back to wider parent forum as the money was originally raised for the playground. LR also suggested speaking to parents.</p> <p>EW suggested new goal posts, and this was discussed. To be included as an option for consideration.</p> <p>KK asked if there was a target date to raise additional funding suggesting this may give more of a focus. BR advised that given we originally never thought it would be this difficult, there was no specific timeframe put in place. BR's thoughts were to aim for around Christmas time so there would be time for install before the end of next year.</p> <p>CBR asked if some of the money could be used for the back garden. JR advised that this would be dependent on the decision for the playground. The remaining Winter Festival money is available and potentially the £1,600 extra we have raised for next year already. JR asked if that would be a realistic amount for that area. HS advised that it is a longer-term project but that she is hopeful of doing it in stages and thought that the Winter Festival money would be a good start.</p>	<p>BR</p> <p>BR</p>



AGENDA		ACTION
<p>5.0 Cont.</p>	<p>KS advised that she had spoken to staff re ideas for the outstanding Co-op money and there had been a lot of favourable responses for it to be used outdoor learning. RG has also just completed a course relating to that. The Winter Festival money would also be useful here, but RG understands if that is now earmarked for the back garden. HS advised that the money would be used for more than a sensory trail and that outdoor learning would be included. It was agreed that this should be discussed and agreed by the school.</p> <p>It was agreed that the Winter Festival money would go to the back garden. RG and HS to liaise with RG coming back to the Parent Council to advise what else, above and beyond the garden would be required.</p> <p>RG stated that outdoor tarps would be beneficial. CH agreed to find out the source of items he had at his old school. Posts would need to be installed to attach tarps to. SS asked and BR advised that Fiona Walmsley previously looked at tarps. AW advised that 2 were bought at the time, similar in style but cheaper. The difficulty with those type of tarps were they took a huge amount of time to put up and can't be left up overnight. There is also a shortage around the school of available spaces that children couldn't access during breaks/activities. RG stated that he would like to use the woodland further afield but would need parent helpers with PVGs to support that.</p> <p>BR asked if the Parent Council could encourage this throughout the parent forum. Not many parents are aware PVGs are required for anyone helping out. PVGs are currently free for volunteers. BR advised she could access the Happy Helpers list and approach parents who have offered help. The process is all done online but it could be an onerous task for the school. JR reiterated need to get PVGs in place asap as it makes it easier to find helpers for last minute trips/activities etc. AW advised letting parents know there may be a waiting list – gather a list and send out links to apply periodically as the school can accommodate. PC to help with communication. PVGs don't have an expiry date. LT offered help and advice as she does the PVGs for the Academy.</p>	<p>CH</p> <p>HS/RG</p>
<p>6.0</p>	<p>Fundraising Update LT advised there was nothing to update since the last meeting.</p>	
<p>7.0</p>	<p>Class Rep Coordinator Update SS advised there was nothing to update since the last meeting.</p>	
<p>8.0</p>	<p>Committee Roles The following Parent Council committee roles are needing filled: Treasurer, Chair, Vice Chair, Secretary and Class Rep Co-ordinator</p> <p>BR confirmed having had a conversation with Natalie Pinnell who is keen to come on board and who has voiced an interest in taking on the chair role. LT has also expressed an interest in stepping up in to one of the roles as well. BR provided a summary of the Parent Council.</p>	



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<p>8.0 Cont.</p>	<p>AGM will be held in September.</p> <p>JR expressed concern about the lack of volunteers to take up the positions and warned that if the roles aren't filled the PC will fold. She asked everyone to speak to friends and family to spread the word. Roles can be filled by other family members such as grandparents etc. It doesn't have to be a parent/carer.</p> <p>AW suggested reinstating the physical parent pods in the playground. It was discussed having one before the end of term. DL suggested having a presence at the sports day picnic. JR advised she would be there. EW offered to help. EW asked if a message re the benefits of the Parent Council could be sent out from the school as opposed to the Parent Council themselves. It was agreed that this was a good idea.</p> <p>CBR asked if a written explanation can be given for each role. BR advised that each role can be as onerous as you want it to be but there is generally not much work involved in any of them.</p> <p>AW suggested a brief video re roles. CBR advised she knows of a few parents who may be interested but they are worried about asking in person. JR reiterated that no one will be expected to take on a post by simply asking for more information. Please feel free to ask anything.</p>	<p>CH</p> <p>BR</p>
<p>9.0</p>	<p>School Website and Communication</p> <p>RG has taken on the maintenance of the school website. The Parent Council has a page which needs to be updated. It was asked if there was anyone with IT skills and interests that would be able to support RG with this. It was agreed the parent forum should be approach as well. RG provided update. He has been in contact with Aberdeenshire Council and they provided designs, one of which has been chosen with staff. RG would like feedback about what parents would like to see on the website and advised that the current one will stay in place until the new one is finished. JR suggested an online questionnaire. RG advised he had already done one for teachers so confirmed he would adjust that for the parents. SS will pass on the details of Happy Helpers with IT skills.</p>	<p>RG</p> <p>SS</p>
<p>10.0</p>	<p>AOCB</p> <p><u>Bikeability (LR)</u></p> <p>RG advised that a number of staff have just completed the course and it will be offered next year. Parent helpers will also be required for this.</p> <p>AB also advised that there is a 4-week P1-P3 cycling course on Green next Friday with Deeside CC. Interested parties need to book in advance.</p> <p><u>Spanish Teacher (CBR)</u></p> <p>AW advised she is intending to contact Rosario to get her back in if she is willing.</p>	



AGENDA		ACTION
<p>10.0 Cont.</p>	<p><u>Class Configuration (LT and LR)</u> AW has no update on the 11 class configurations or teachers as yet.</p> <p><u>End of Year Plans (KK)</u> Discussion re possible discos. AW confirmed that the gym hall and lunch hall are both free. PVGs required even if running as a Parent Council (in that case Parent Council specific PVGs are require). KS and EL and RG offered to help. RG suggested that if enough staff are willing then they could be run as a school event however the ratios need to be right. Amanda will speak to staff and then discuss further. LT suggested 3 separate discos – P1-3, P4-6 and P7. KK advised that she would be happy to help organise. CBR confirmed she would also be happy to help and has a school PVG. LW and EW also agreed to help.</p> <p><u>P6 Staffing (NE)</u> DL confirmed there was no update on this at the moment.</p> <p><u>Stepping Up Days (LT)</u> DL confirmed these were scheduled to take place the following Friday whilst the P7s were up at the Academy.</p> <p><u>Recent Celebrations (DL)</u> The recent Jubilee celebration was a joy; the children really enjoyed it. The Sports Day family picnic is scheduled for next week. There will be an end of P7 celebration, but the classes are focussing on getting their show together at the moment.</p> <p><u>P7 Piper (LW)</u> LW agreed to ask Amelie’s grandad to play.</p>	
<p>11.00</p>	<p>Date of Next Meeting AGM in September. Date and time TBC.</p>	