

St Nicholas Primary School Parent Council Meeting	Meeting No. 07/2011
--	----------------------------

DATE:	Monday 7 th November 2011
TIME:	1800hrs ~ 2000hrs
LOCATION:	St Nicholas Primary School
ATTENDEES:	Karen Brown, Simon Kelly, Sandra Oswald, Jude Spence, Mary Reid, Donna Henderson, Andrew McCue, Gina Hendry, Nikki Kendall, Lindsay Sword, Philip Stuart, Irene Devine, Darren Keogh, Shirley Keogh
APOLOGIES:	Louise McGuire, Beth Brownlee, Myles Marshall, Ian Heather

1. PREVIOUS MEETING MINUTES

Minutes of the previous meeting of the Parent Council were distributed to all PC members and soft copy made available on the ST Nicholas Parent Council Web site. <http://stnicholasprimaryparentcouncil.co.uk>

2. CLOSED ITEMS FROM PREVIOUS MEETING

n/a

3. OPEN/FOLLOW ON ITEMS FROM PREVIOUS MEETING

n/a

4. Agenda Items

4.1 PARENT FORUM AGM 2011

4.1.1 Office Bearers

A. McCue and I Heather formally stood down as Chair and Vice-Chair respectively. Discussion was held wrt nominations for the appointments of Chair, Vice-Chair and Treasurer for the new term of office. The subsequent outcome was;

- New Chair: Jude Spence.
- New Vice-Chair: Lindsay Sword
- Treasurer: Donna Henderson

4.2 REQUEST FOR FUNDS

4.2.1 Social Enterprise Project ii – Jude Spence

The following presentation was put forward by Jude and endorsed for funding by the PC members:

"...Mr. Kelly and I are looking at the idea of setting up a Social Enterprise around recycling bikes.

Basically we would need hopefully just a loan from PC funds of 500.00 to get this kicked off. The plan over the next few months briefly is as follows-

- 1. After school activity to be set up with 10-15 p6 and p7 pupils, ran by Lowport staff who will come in and train pupils to do simple fixes and services on their own bikes. Like puncture repairs and brake tightening.*
- 2. During these 20 weeks we will be looking for a parents or local person to get trained up or how are trained up on bike maintenance to work with the children to set up their own repair and recycling social enterprise.*
- 3. We will look for funding of 2k through a cycle Scotland initiative, and then pay back 500.00 to parent council.*
- 4. I will work with the pupils to fill in the Social Enterprise Academy Business Plan to have another Social Enterprise set up in the school where the pupils are recycling and doing simple services and checks on bikes for the other pupils and the community.*
- 5. We will start of the enterprise within the school but will probably need some sort of accom. around the school where the pupils can store bikes and do the work on them. This will be another funding exercise or looking for a donation of something.*

We will be organising a meeting over the next month in the school to get some parents involved in setting this up, I can do the business planning etc again, but I am not very good with fixing things, so if anyone in this group is interested in "nuts and bolts" bit or linking us with people who can help re funding, business expertise etc please step forward! We need you!..."

4.2.2 Food for Thought Café – Jude Spence

The following presentation was put forward by Jude and endorsed for funding by the PC members:

"...We have a request from the Food For Thought Cafe, they are now ready to kick start the second part of their project the Fair Trade Cotton Bags. They have raised 800.00 themselves but need another 800.00 to order the bags and get them produced with their logo etc. So they are looking for 800.00 from PC. They thought they may only need 500.00 but cotton prices have shot through the roof over the last few months. We did approve the 500, and the teachers are aware of that, but now an additional 300..."

4.3 CORRESPONDENCE & GENERAL INFORMATION

Correspondence received since the last PC meeting includes;

CORRESPONDENT	SUMMARY	COMMENT	ACTION
1. West Lothian Council	Call Notice. Parent Council & Association Meeting. Tuesday 28 th November 2011 @ 7pm Inveralmond Community HS, Livingston St	Regular scheduled meeting of this group	AMC/JS to attend and feedback at next PC Meeting. Any other PC member wishing to attend should contact AMC

**St Nicholas Primary School
Parent Council Meeting**

Meeting No. 07/2011

4.4 Any Other Business

- 4.4.1 **Gina H - Feedback from Ladies Pamper Night:** A very successful evening with over 60 attendees generating a contribution of ~£700 towards the PC funds. A trial balance sheet was presented to Donna for records. Feedback from attendees was extremely positive and several ideas have already been noted to enhance the evening next time. Thank you to all who supported and participated in the preparation and execution of the evening and a special mention to Beth as coordinator and facilitator of the event. It is hoped that this particular activity can become a permanent annual fixture in the PC Calendar.
- 4.4.2 **Karen B – Admissions:** Karen gave outline facts/figures for next terms admission activity. These included; 63 children proposed intake for P1. 40+ Children leaving P7 giving a net increase in the school roll of ~23 children. In addition it was noted that the Nursery headcount had risen to 100 children. This undoubtedly presents the school management team with some challenges for the coming school year.
- 4.4.3 **Mary R – Pre School House:** Mary reported that this item has been ordered and that the Nursery were awaiting delivery
- 4.4.4 **Nikki K – 30th Nov Strike Action:** Nikki asked if there were any information available for parents wrt the impending strike action by public sector employees. It was reported that there was no information available at this time and that direction would be taken from WLC on preparation and response to any industrial action taken
- 4.4.5 **Jude S – Scholl boundary Pathway:** Jude highlighted a potential safety issue whereby dogs were being tethered unattended along the pathway adjacent to the school grounds during the end of the day pick-up times. This was considered a dangerous practice and Karen agreed to highlight this issue in the next edition of the school newsletter
- 4.4.6 **Gina H – Community Christmas Fair:** Gina asked for any additional information wrt this event. Karen reported that this was a community wide event and that the school had been approached by the organisers and asked if they would host part of this event in the gym hall. This was agreed and is seen as an ideal example of the school working together within the overall general community. In addition, the Food for Thought Café would be operating at this event.
- 4.4.7 **Philip S – Centenary+ Celebrations:** Philip reminded the PC members that there was a tremendous amount of activity planned within the community over the next twelve months to celebrate the varied anniversaries within the area (Church, School, Scout Group). It was noted that much of these activities will require long lead times, and that a major source of contributions to the mixed events, is most likely to come from the Parents, Carers and Children of St Nicholas school
- 4.4.8 **Sandra O – Future Fund Raising events:** Sandra asked if there had been any further activity in preparation for the proposed fund raising events. (Sponsored Run & Spring Fair) It was reported that no progress had been made for these events and that we should consider these as agenda items for the next PC meeting

4.5 Date of Next Meeting

- o Monday 5th December 2011 @ 1800hrs