

SOUTH MORNINGSIDE PRIMARY SCHOOL

SOUTH MORNINGSIDE PARENT COUNCIL

Draft minutes of the SMPC AGM held on Monday 14th September 2015 at 6.45pm in the main hall.

Total Attendees: (35)

Parent Council Members (15)

Craig Hilton (Chair)	Brian Sharp
Susanna Waller (Secretary)	Nikki McNair
Miriam Jackson (Finance)	Sheri Wallace
Noelle O'Doherty (MCC)	Howard Kippax (Accommodation)
Alan Rehfisch (Transport)	Marion Bourbouze (Fundraising, Playground)
Olly Headey (Comms)	Elizabeth Grierson *(Head Teacher)
Deborah Murphy	Susan Morgan * (Acting Head)
Ellie Trotter	

Parent council made up of 13 Parent Members plus 2* non-voting staff members

Guests (19)

Joanna Loxley (parent)	Kirstin Beard (parent)
Karen Richmond *(staff)	Colin McRae (parent)
Peter Cooper (parent)	Alex Quinn (parent)
Irene-marie Esser (parent)	Hamish Innes (parent)
Sarah Caney (parent)	Arne Strid (MCC Chair)
Jane Gregson (parent)	Kathy Gillies (parent)
Antonia Hynd (parent)	Hazel Little (parent)
Douglas Elliott (parent)	Anna Cuthbert (parent)
Amina Slimani (parent)	Omar Fersia (parent)
Chris Hebden (parent)	

Apologies (9) received in advance of the meeting

Lauren Jack *	Fiona Gilmour*
David Belsey (parent)	Gail Stark (parent)
Anna Carson (parent)	Victoria Bowman (parent)
Pam Ferguson *	

4 Councillors invited (1)

ClIr Melanie Main	
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6.45 Welcome and Introduction to the PC by Craig Hilton (Chair)

7.00 Meeting start, attendees and apologies (Chair)

7.05 Introduction from the Head Teacher Mrs Grierson

- Mrs Grierson wanted to extend a huge thank you to all attendees and a special thank you to Craig Hilton, PC chair for his tremendous contribution to the parent council and the school.
- Mrs Grierson emphasized how important all the PC groups are for supporting the work of the school.
- Mrs Grierson used the example of; and explained how important the accommodation group was to the school. It is a critical time for the school, which is spread over three sites. There is currently a statutory consultation over the future primary school provision in our part of Edinburgh. It is really important that parents put their views forward to the council. Mrs Grierson stated that her preferred option was a new state of the art primary school with a nursery. South Morningside would then revert back a two stream school and she felt the pressures of having the current nursery at Fairmilehead has not been ideal and makes it difficult to integrate the nursery children in with the rest of the school.
- The new Deanbank annexe opened just in time. The keys were not passed to the school until 4pm on the Monday. There is a very long snagging list to be addressed. Mrs Richmond and the teachers have worked hard to make the move to Deanbank a positive experience.
- Mrs Grierson requested the particular help of the transport group to press for more bicycle and scooter storage at Deanbank. Access to the Deanbank site is limited. Most of the journeys and drop offs must be done on foot. The Roads Department is to warden the area and provide new lines and signage. There have been a few incidents with parents violating traffic regulations, which have had to be reported.

7.10 Parent Council: a review of 2014-15 and looking forward to 2015/16

a) Chair update (Craig Hilton) Craig used a power point presentation to briefly introduce the PC to new attendees and to explain that the PC exists to improve the school experience for everyone. Craig also explained that not all members of PC subgroups are actually PC members. He also outlined some of the recent achievements of the PC.

b) Fundraising (Marion Bourbouze) Marion explained that the PC needs to raise about £15,000 a year and the parents decide how the bulk of the money is spent. This year the winter craft fair will be held on the 5th December from 12.00-14.30. The first meeting of the fundraising group will be held in the Waiting Room tomorrow the 15th September at 8pm.

C) Finance Group (Miriam Jackson) This group exists to ensure that all money raised is spent in a fair and consistent manner to support and enhance the education and welfare of the pupils. The finance group prepares a high level budget. They canvass the wider school and parent body on how to spend the money. The finance group examines and discusses the costs and benefits of all funding requests. Requests are then taken to the PC for a vote.

D) Playground Group (Karen Richmond) The removal of the huts is a huge opportunity to rethink the playground redevelopment plans. Harrison Stevens is the company that has been involved in a number of playground redevelopments at Cramond, Trinity and Sciennes primary schools. They have experience of working with the council. Karen Richmond met with Martin Stevens in June. His company would take on the project including the design, detailed cost plan, tendering and construction. The installation could be done next summer subject to the funding being achieved. The project will require the commitment of the parents to help raise funds and if the school is able to harness parent skills and knowledge we might be able to lower the cost. It is hoped that all staff will have training in play strategies this year.

e) Clubs Group (Craig Hilton) We are currently without a clubs convenor and any volunteers who can help as PVG signatories would be very welcome.

f) Accommodation (Howard Kippax) The accommodation group looks at how the school environment affects children and learning, focusing on structural issues. They engage with stakeholders such as the school management, PC, wider parent body, Edinburgh City Council and the Morningside Community Council. The accommodation group gathers evidence through parent surveys, freedom of information requests and primary investigations and puts forward solutions to the school's accommodation issues. The accommodations group will be working to help ensure that the snagging list at Deanbank is completed to an appropriate standard. In the future Deanbank will remain a long-term issue for South Morningside. The accommodation group will work hard to ensure that SMPS remains on the council agenda.

g) Morningside Community Council (Arne Strid) Mr Strid the chair of the MCC addressed the meeting. The MCC is one of 43 in Edinburgh. He explained that the MCC speaks up for local issues and has direct links with the City of Edinburgh Council and other public authorities. The MCC meets on the third Wednesday of every month (except) July at 7.30pm. Local police officers hold a surgery for 30 minutes before the start of every meeting. The lighting of the Christmas tree will take place on 3rd December at 7pm. Mr Strid confirmed that Deanbank had not yet been discussed by the MCC.

h) Transport Group (Alan Rehfish) The transport group worked on a safe crossing to the old annexe on Braid Road before the move to Deanbank was announced. They also addressed the 20 mph city wide speed limit areas and produced a comprehensive transport survey for Deanbank, which achieved a very high response rate. The on-going problems include parking around Deanbank, the lack of bicycle and scooter storage, narrow pavements around Deanbank and access. The group is planning another transport survey and will redraft a new transport plan.

g) Communication (Olly Headey) The communications group monitors and updates the PC website. They facilitate communications between the parent council and the subgroups.

J) Summary (Craig Hilton)

7.55 Parent Council Membership

- a) Record of members standing down and membership status (Secretary)

There were 24 parent members and 7 staff members prior to the AGM meeting.

11 parent members have now resigned (see below)- 5 of these resignations are automatic following 3 years service.

Alison Dalrymple
Vanessa Charlton
Jamie Bookless
Howard Kippax
Marion Bourbouze
Kerry Simpson
Eileen Maclean
Priyanka Kulasegaram
Mai Alsammak
Graeme Drummond
Maria Dickson

This creates 17 vacancies.

The maximum number of parent voting members is 30.

b) Appointment of new parent member volunteers (Secretary)

There were 11 new volunteers: Joanna Loxley, Chris Hebden, Alex Quinn, Hamish Innes, Anna Cuthbert, Kirstin Beard, Amina Slimani-Fersia, Kathy Gillies, Antonia Hynd, Hazel Little and Irene-Marie Esser.

c) Appointment of office bearers (by voting members of the newly formed PC) (Secretary).

Chair: Craig Hilton put himself forward for re-election. He was re-elected as chair: nominated by Miriam Jackson, seconded by Brian Sharp.

Voting: 21 in favour, 0 against, 1 abstention (chair did not vote).

Treasurer: Chris Hebden put himself forward for election. He was elected as treasurer: nominated by Miriam Jackson, seconded by Sheri Wallace.

Voting: 21 in favour, 0 against, 1 abstention (treasurer did not vote).

Secretary: Susanna Waller put herself forward for re-election. She was re-elected as secretary: nominated by Nikki McNair, seconded by Deborah Murphy.

Voting: 21 in favour, 0 against, 1 abstention (secretary did not vote).

8.10 Other AGM Business

a) Approval of the Minutes of the AGM held on 22nd September 2014 (Susanna Waller Secretary). Voting: 17 in favour, 0 against, 4 abstentions.

b) Constitution Status (Susanna Waller Secretary) No proposals have been received. This will remain unchanged for another year and is published on the website.

C) Approval of the SMPC Annual Accounts prepared by Alison Dalrymple and independently examined by David Hughes but presented tonight by Chris Hebden the new PC Treasurer. Voting: 16 in favour, 0 against, 4 abstentions.

d) Appointment of the independent examiner of the accounts for the next 12 months. David Hughes reappointed for another year. Voting: 18 in favour, 0 against, 1 abstention.

8.20 AOB

- Marion Bourbouze asked whether the school could organise class photographs every year. Mrs Grierson explained that currently individual and class photographs were done on alternate years, except in P7 which gets a special photograph. Mrs Grierson said she would enquire about possible dates for a class photograph towards the end of the academic year.

- There was a query about why the flu vaccinations were being held so late in the term on a Saturday at Bruntsfield Primary School. Mrs Grierson said this was a health department decision and enquiries should be directed to them. It was mentioned that flu vaccination can also be obtained for children from GPs. Olly Headey will put the dates for the flu vaccinations up on the PC website.

8.25 Close

The meeting was closed by the Chair Craig Hilton. Craig wanted to thank all those PC members who are standing down.

Date of Next PC Meeting – Monday 2nd November 2015 at 6.45pm.

Supporting Papers Supplied in Meeting Pack

- 1) Draft Minutes of the Parent Council AGM held on Monday 22nd September 2014 (Jonathan Mundy)
- 2) Report: Chair (Craig Hilton)
- 3) Report: Finance Group (Miriam Jackson)
- 4) Report and Accounts: Treasurer (Alison Dalrymple)