

SOUTH MORNINGSIDE PRIMARY SCHOOL
SOUTH MORNINGSIDE PARENT COUNCIL

Minutes of the SMPC meeting held on Monday 6th October 2014 at 6.45pm in the staff room.

Total Attendees: (26)

Parent Council Members (21)

Craig Hilton (Chair)	Noelle O'Doherty (MCC)
Susanna Waller (Secretary)	Stephen James
Graeme Drummond	Jamie Bookless
Kerry Simpson	Nikki McNair
Sheri Wallace	Ellie Trotter
Maria Dickson (Clubs Co-ordinator)	Alan Rehfisch
Olly Headey (Communications)	Priyanka Kulasegaram
Elizabeth Grierson (Head Teacher)*	Lauren Jack (staff)*
Fiona Gilmour (staff)*	Brian Sharp
Vanessa Charlton	Deborah Murphy (from Jan '15)
Alison Dalrymple (Treasurer)	

Parent council made up of 18 Parent Members plus 3* non-voting staff members

Guests (5)

Joanna Loxley (Parent)	Cllr Melanie Main
Nasira Bradley	Andrea Constable
Jon Turner	

Apologies (12) received in advance of the meeting

Howard Kippax (Accommodation)	Pam Ferguson (staff)*
Marion Bourbouze	Lesley Crob
Cllr Paul Godzik	Yvonne Moore (staff)*
Trish Watson (staff)*	Cllr Mark McInnes
Miriam Jackson (Clubs & Finance)	Mai Alsammak
Eileen Maclean (Comms)	Morag Macdonald (staff)*

6.45 Welcome, attendees and apologies - Craig Hilton (Chair) and Susanna Waller (Secretary)

The Chair welcomed all attendees and Susanna Waller confirmed the apologies that had been received prior to the meeting. The minutes of the Parent Council meeting held on June 9th were approved. (8 in favour, 0 against and 6 abstentions)

6.50 Review of matters arising & actions from the last meeting – Susanna Waller (Secretary)

#03/14: Secretary vacancy – This action is now closed.

#05/14: Outside Shed Lighting – to be discussed.

#06/14: Portable play equipment for the annexe – Karen Richmond has met with members of the pupil group and is going to arrange a meeting with parents to finally decide what to spend the allocated money on. Meeting scheduled for 7th November 2014.

#07/14: Disposal of IT Equipment - over the summer Jonathan Mundy tried to find out about ways to dispose of obsolete computer and IT equipment. He was in touch with Craig Hilton and said he was happy still to lead this action for the PC. There are community groups in Edinburgh which recycle old equipment. There was a suggestion that Boroughmuir might be able to use old computers for the children to take apart. Craig will liaise with Jonathan. This action will remain open and roll over until the November meeting.

7.00 Report: Chair (paper submitted by Craig Hilton to the meeting).

- Craig will write to Cllr Godzik to clarify that when he referred to ‘a lack of commitment from the council’ in relation to accommodation issues in his report, he was referring to the historic lack of commitment shown by the council (thinking in particular of issues such as our 40 year old temporary classrooms), not the current commitment of council officers. At the end of September there was a presentation and constructive meeting where the planning officers from the Children and Families Department outlined two options for dealing with rising rolls. Over 70 parents attended and the quality of engagement was good. The views of parents will be requested on these two proposals.

7.05 Report: Head Teacher

- The next accommodation meeting is on Wednesday 8th October with Robbie Crockett of the Asset Planning Team City of Edinburgh Council.

- Mrs Grierson attended a meeting on Thursday 2nd October with Cllr Godzik and a senior road safety officer from the council, concerning road safety at the annexe. The officer said she would review the advice the school had been given and check that the safest route between the main school and the annexe is being used. She would also look into various signage options and alerts for drivers. Mrs Grierson was informed only at this PC meeting that an accident had taken place at the annexe on the previous Tuesday morning at drop off time, involving a three car collision which had been attended by two police motorcyclists.
- The first letters have now gone out offering places in clubs for those children who have not accessed them previously. Mrs Grierson wanted to particularly thank Kerry Simpson and Andrew Caldwell for help identifying spaces.

7.10 Report: Treasurer (paper submitted by Alison Dalrymple to the meeting).

Alison informed the meeting that regular on-going and current expenditure items such as the library allocation, teacher's allocation, science week, drama workshops, Scottish opera etc. had not been approved for this year. In June it was suggested that parental opinions be canvassed to establish PC funding priorities. This has not yet been done. However, the school has already timetabled and planned around receiving this finance. It was felt that the spending for this year should be voted on and parental opinions sought on future expenditure allocation. The vote to approve standard expenditure for this year was passed (15 in favour, 0 against and 1 abstention).

Action #08/14: To canvass the opinions of the parent body on expenditure priorities (to help raise awareness of the PC, encourage engagement and increase validation for our decisions). There was a suggestion that any parent mail should include a link to the PC website. A volunteer is needed to take this forward.

15. Review of Funding Requests – (submitted by email by Peter Sibson)

1. Lights for the shed £18.76 (15 in favour, 0 against and 1 abstention).

2. Snowboarding club have requested to use some of last year's surplus (£387) to subsidise a smaller class, by running at a loss for a year. It was pointed out that clubs should break even and any surplus at the end of the year belongs to the parent council. A vote was taken on this request as a one off. More information is required from the club on why there will be a deficit this year and it was stressed that no precedent can be set involving the carrying over of surpluses, as clubs are required to try to break even.

(16 in favour, 0 against and 1 abstention)

3. The Finance sub-group will agree on a parent mail survey of opinions regarding finance priorities for next year's budget. From these responses the finance group will be able to propose expenditure for next year. This will be discussed at the next PC meeting.

7.20 Standing Agenda items:

a) Clubs Group update – Maria Dickson is our new clubs co-ordinator. Kerry Simpson has been identifying free places in clubs for children and the first child has been placed. Graeme Drummond has been in charge of the PVG checks required for all clubs and helpers. A large number of parent helpers need PVG checking and Graeme has to countersign all ID checks. A drop in session may be necessary. Once submitted a form takes 2-6 weeks to be approved. The new Spanish club is about to start.

b) Fundraising – The winter fair is planned for 29th November 2014. Volunteers are requested.

c) Morningside Community Council Update – Craighouse Campus development plans have been approved and the decision will apparently not be called in. The next meeting of the MCC is during the half term break. Noelle O'Doherty is unable to attend, but will report back from the minutes at the next PC meeting.

d) Boroughmuir update – There was much discussion recently about new licensed premises very near the new school. Nasira Bradley reported that after a consultation period, conditions may be placed by the Council on the licence, allowing alcohol to be served outside school hours. The PC has been invited to a ground breaking ceremony for the new school.

e) Transport Update – We currently do not have a formal PC representative for transport. The current issues include the assessment of safer routes to the annexe, as discussed in the Head Teacher's report. Cllr Melanie Main reported that following a successful pilot on 20 mile per hour zones, this scheme has been extended throughout the city. However, some routes near schools are not covered. A consultation about this ends next Thursday. Cllr Melanie Main urged parents to put their views forward. Craig Hilton offered to remind parents.

f) Playground update – Not discussed at this meeting.

g) Communication update – Olly Headey reported that the website has been revamped, but he has not yet switched over the domain. The new web site uses Word Press which should be easy to use, accessible and cheap to run. Every club now has its own page and there are links to the Facebook page and Twitter account. The launch of the new website will be announced on parent mail.

h) Situations Vacant - - Sheri Wallace volunteered to join the finance group. Peter Sibson has resigned from the PC, however is willing to stay on until a replacement is found.

l) Accommodation update – the Children and Families Department are currently considering the two alternative proposals for increased accommodation at South Morningside Primary School. These proposals are going to committee in December. Both proposals throw up significant challenges for the school. Nasira Bradley suggested a meeting with parents before December to look at and discuss both proposals. It was reinforced by that parental views will influence the council decision and thus it is important for us to comment.

8.15 AOB

8.20 Close

The meeting was closed by the Chair.

Date of Next Meeting – November 10th 2014

Supporting Papers Supplied in Meeting Pack

- 1) Draft Minutes of the Parent Council meeting held on 9th June 2014 (Jonathan Mundy)
- 2) Matters Arising/Action Log (Jonathan Mundy)
- 3) Report: Chair (Craig Hilton)
- 4) Report: Treasurer (Alison Dalrymple)