

SOUTH MORNINGSIDE PRIMARY SCHOOL

SOUTH MORNINGSIDE PARENT COUNCIL

Draft minutes of the SMPC meeting held on Monday 23rd January 2017 at 6.45pm in the staff room.

Total Attendees: (19)

Parent Council Members (16)

Brian Sharp (Chair)	Howard Kippax (Accommodation)
Chris Hebden (Treasurer)	Jude Balfour
Ruth Campbell (Secretary)	
Deborah Murphy (Comms)	
Kathy Gillies (Clubs)	
Olly Headey (Comms)	Cllr Melanie Main
Ellie Trotter	Michael Urquhart (Headteacher)*
Sheri Wallace (Finance)	Susie Morgan*
Amina Slimani-Fersia (Clubs)	Lauren Lambie*
Craig Hilton	Pam Ferguson*

Parent council made up of 12 Parent Members plus 4* non-voting staff members

Guests (2)

David Davies	Lindsay Urquhart

Apologies (18) received in advance of the meeting

Jenny Shiell	Hamish Innes
Emma Cunningham	Antonia Hynd
Victoria McCafferty	Karen Richmond*
Lesley MacNiven	Irene-marie Esser
Kate Forster	Aga Morrison
Morag Macdonald*	Wendy Bleazard
Joss Watson	Nina MacFarlane
Kirsten Beard	Helen New
Cllr Sandy Howat	Yvonne Moore*

6.45 Welcome, attendees and apologies - Brian Sharp (Chair) and Ruth Campbell (Secretary)

The Chair welcomed all attendees and confirmed the apologies that had been received prior to the meeting.

The minutes of the meeting held on 28th November 2016 were approved.
(8 in favour, 0 against and 2 abstentions)

6.50 Review of matters arising & actions from the last meeting – Ruth Campbell (Secretary)

#27/15 - Main school playground, railings and markings – Railings now fitted.
(action closed)

#26/16 – Reinstatement of French Club – No longer any space for French Club at lunchtime. **(action closed)**

#27/16 – Alteration of clubs Code of Conduct – A meeting to discuss necessary additions to be arranged.

#29/16 – Elgin Keith Garage movement of cars – MCC will discuss this issue at their next meeting.

#30/16 - School uniform changes - Ongoing discussion.

#31/16 – Class link person for every class – Work ongoing.

#32/16 – Funding proposal for Clubs and After-School Club – The finance committee agreed to this in principle. There poses a problem under the Constitution of transparency, and therefore the de-minimus limit may be used to avoid disclosure of pupil details. The Clubs door fee excess may also be used to fund places. **(action closed)**

#33/16 – School Fair Policy – Deborah Murphy to discuss further with Fiona Kippax.

6:55 Report: Chair (paper submitted by Brian Sharp)

See report for detail.

Brian welcomed everyone back after the Christmas break, and thanked everyone for their continued support and time.

7.00 Report: Head Teacher

Mrs Morgan reported back on the success of the Scots Focus project so far.

Some South Morningside pupils attended the launch of the First Minister's Reading Challenge in August. The principle aim in South Morningside is to encourage reading for enjoyment. Mrs Morgan is compiling a book list for different age groups, and is grateful for suggestions. She explained the importance of developing a culture of reading within the family, and setting good reading examples as parents.

South Morningside Primary School is working towards becoming a Rights Respecting School, and pupils are currently learning about the rights of a child. Primary six pupils have formed an action group, and the learning will be filtered throughout school in the coming weeks. The first stage is Recognition of Commitment.

7.10 Report: Treasurer (paper submitted by Chris Hebden)

See report for detail.

Chris reported that, as a result of the hugely successful Winter Fair, we are now £3000 ahead of last years fundraising figure.

Teachers are encouraged to spend their allocated allowance.

7.15 Review of Funding Requests/Finance Group Update (paper submitted by Sheri Wallace)

See report for detail.

After submission of the report, the school team hoodies were ordered and have arrived.

In addition, a request was received for replacement of current trays and crockery, at an initial cost of £1300. The children are currently eating from a tray divided into three sections. Younger children especially are struggling with this, and are unsure of which section to eat first. Mr Urquhart is keen to promote good eating habits.

The Council will not provide an alternative, but will pay for a dishwasher and additional costs incurred for staff. Councillor Melanie Main will bring possible funding of trays and crockery up at the next Council meeting.

It was suggested that the both sites be changed at once, rather than a sectional approach. Costs for a whole school approach are yet to be finalised, but a vote was taken in principle.

Vote: For 11 Against 0 Abstentions 1

7.25 Standing Agenda items:

a) Accommodation update (paper submitted by Howard Kippax)

See report for detail.

Since the report was filed, Howard reported that the finalisation of funding for the new school would likely take place at the meeting on 9th February, following recommendation by the Finance and Resource Committee. There will be a predicted August 2020 opening date. The new school will have a capacity of 450, have two streams and a nursery.

Forecasted rolls show that there is likely to be a large overspill for Boroughmuir in coming years. Howard suggested that these figures are underestimated, and noted that they are already looking at alternatives for dealing with this problem.

Mr Urquhart reported that South Morningside is at capacity now, with 654 pupils.

b) Clubs Group update (paper submitted by Kathy Gillies)

See report for detail.

Kathy reported that the current method for joining clubs was drawing complaints and is keen to come up with an alternative, and fairer, policy going forward. She plans to ask Alan for help in designing a questionnaire to gather Parent Council members' views. #01/17 Comms have also offered their help.

It was also suggested that a clause be included in the clubs Code of Conduct to stop parents abusive behaviour. (included in outstanding action #27/16)

c) Fundraising Update – The Summer Fair date has been set for 3rd June 2017.

d) Morningside Community Update – Deborah reported that two items of particular importance to parents were discussed at the meeting. One was the proposed scooter ban for Caanan Lane, which was dismissed. The other was the potential pump track and bike course at the Hemitage Golf Course, which has been denied planning permission. She encourage anyone with a little spare time to join Morningside Community Council as a representative of a child-focused community.

e) Transport update – The zig-zag lines have now been painted outside Deanbank entrance.

f) Playground update – No change.

g) Communications update (paper submitted by Olly Headey)

See report for detail.

Deborah offered Comms help with surveying parents about the Boroughmuir news, however Howard felt that as there was not yet a Consultation this would not be necessary at this point.

Work is being carried out on the merging of School and Parent Council websites.

Deborah plans to put a notice on Facebook to ask for help with webdesign.

h) Situations Vacant - none.

8:25 Requested items

Ammended PVG Policy (papers submitted by Craig Hilton)

Craig explained that two items required the Parent Council's consideration going forward. The first relates to the PVG registration requirements of club tutors and volunteers, and the second to who pays for that registration, as set out in the report.

Vote: For 11 Against 0 Abstentions 0

Christmas Cards

Howard suggested that the Christmas card artwork be finalised at home, as there was not sufficient class work for pupils to submit their best work for the cards. The senior staff agreed to consider this point, but said that a certain format had to be followed.

8.30 AOB

It was suggested that the Resilience homework be given longer to complete. The senior staff saw no problem with this.

A thank you was extended for the Christmas lights donation, and choir.

8.35 Close

The meeting was closed by the Chair.

Date of next meeting: Monday 6th March 2017

Supporting Papers Supplied in the Meeting Pack

- Draft Minutes of the Parent Council meeting 28th November 2016 (Secretary)
- Matters Arising/Action log (Secretary)
- Chair Report (Brian Sharp)
- Treasurer Report (Chris Hebden)
- Finance Report (Sheri Wallace)
- Accomodation Update (Howard Kippax)
- Clubs Update (Kathy Gillies)
- Communication Update (Olly Headey)
- Clubs PVG Policy (Craig Hilton)
- SMPC Guidance on Money, Fees and Payments (Craig Hilton)