

## SOUTH MORNINGSIDE PRIMARY SCHOOL

### PARENT COUNCIL

Minutes of the SMPC meeting held on Monday 27 November 2017 at 6.45pm in the staff room.

**Total Attendees: (22)**

**Parent Council Members (15)**

Brian Sharp (Chair)	Elidh Stimpson
Chris Hebden (Treasurer)	Lisa Fletcher
Shelagh Halford (Secretary)	Joana Valdez-Tullett
Amina Slimani-Fersia (Clubs)	Emily Hargreaves (part of meeting)
Helen New	Philipa Coles
Jenny Shiell	Michael Urquhart (Headteacher)*
Donna McFarlane	Yvonne Moore*
	Morag Macdonald*

Parent council made up of 29 Parent Members plus 7\* non-voting staff members

**Guests (7)**

Councillor Melanie Main (part of meeting)	Councillor Nick Cook
Melanie Fortin	Mike Fortin
Priyanka Kulasegaram	Alice Nelson
Jonathan Gregson	

**Apologies (11) received in advance of the meeting**

Kirsten Beard (Accommodation)	Howard Kippax (Accommodation)
Brendan Paddy	David Davies
Karen Richmond*	Hamish Innes
Susie Morgan*	Irene-Marie Esser
Kathy Gillies	Lauren Lambie*
Ruth Campbell	

**6.45 Welcome, attendees and apologies – Brian Sharp (Chair) and Shelagh Halford (Secretary)**

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

The minutes of the meeting held on 9 October 2017 were approved.

**6.50 Review of matters arising & actions from the last meeting – Shelagh Halford (Secretary)**

**#27/16 – Alteration in clubs code of conduct** – Closed.

**#31/16 – Class link person for every class** – Ongoing.

**#02/17 – Clubs online joining/payment system** – No update. Ongoing.

**#04/17 – Remote controls for school heating** – No update. Ongoing.

**#06/17 – Refund of cutlery/crockery funds** – No update. Ongoing.

**#09/17 – School Streets Scheme Volunteer** – No update. Ongoing.

**#10/17 – Lollipop person for Morningside Drive** – Cllr Main/ Deborah Murphy to investigate at Morningside Community Council. No update. Ongoing.

**#12/17 – Agree approach with other Parent Councils re accommodation** – no update. Ongoing.

**#13/17 – Establish clubs co-ordinator role.** – No update. Ongoing.

**#14/17 – Clubs booking online.** Closed (repeat of #02/17)

**#15/17 – Part-time permit parking on Woodburn Lane** – No update. Ongoing.

**#16/17 – Class reps list.** Closed (repeat of #31/16)

**#17/17 – Technical support for comms group** – No update. Ongoing.

**#18/17 – Share information about how to sign up to blogs.** Closed.

**#19/17 – Provide info on vacant Parent Council posts on website.** Closed.

### **6.55 Report: Chair (paper submitted by Brian Sharp)**

See report for detail.

### **7.05 Report: Head Teacher (Michael Urquhart)**

Mr Urquhart provided an update on the first meeting with the planners for the new Canaan Lane school. Mr Urquhart acts as a representative for both the new school and the existing school. The meeting was to outline the design brief which is being modelled on the new Western Harbour school. Mr Urquhart commented that the plans look good although had provided feedback on the location of the staff room, suggesting a more central location in the site would be preferable. The new school is scheduled to open in 2020. Mr Urquhart commented that there are lots of issues to address including the need to make the existing P3-P7 building ready for younger children. There was also the issue of how to manage the issue of parents who wish their children to remain at the existing site.

Mr Urquhart was asked whether the existing road to the Deanbank site would be shortened and replied that the road would only go partially up to the school to allow access.

Mr Urquhart was asked if there had been progress regarding the care home. Mr Urquhart replied that the site was to be available for building by the end of 2018.

Mr Urquhart provided an update that Primary 7 children were benefitting from two new smart boards. This is part of a rolling programme. An IT refresh programme was also underway to install Windows 10 to computers.

### **7.10 Report: Treasurer (paper submitted by Chris Hebden)**

See report for detail.

Chris stated that there had been a £1,600 profit from the sale of Christmas cards.

Chris outlined that there was £22.5k in unallocated funds.

**7.15 Review of Funding Requests/Finance Group Update (updated provided by Priyanka Kulasegaram and detail provided in separate report, issued after the meeting)**

Priyanka stated that there were a number of funding requests which the Finance group recommended for approval as follows:

1	P7 Lagganlia trip assistance:  Request from the school management team for £656 to help four families with the fees for the P7 Lagganlia trip. These families can't afford the full fees, but as the trip is very important for the P7s the children have attended.	£656
2	Numeracy packs - each child will receive a zip folder with mental agility progressions for first level (p2/p3/p4), 3 dry- wipe boards with addition/subtraction/multiplication and division calculations for regular practice at home, pen and rubber. Additional numeracy and maths items will be added when maths topics are being taught. e.g., p4s are due to get an analogue/digital clock (dry-wipe) to help them learn the time.  Request that this is added as a re-occurring annual expense	£504.33
3	Purchase of 16 electricity 'kits' including batteries, bulbs, wires to enable pupils to build circuits and explore how electrical currents flow.	£700
4	To purchase textile technology resources for use with primary 3-7. Most of this will be a one off payment to ensure a good basic supply of needles etc but there will annually be some topping up to do as pupils take home the end product.	£103
	<b>Total:</b>	<b>£1959</b>

In addition, the Finance group suggested the Parent Council discuss the following request further as it only affects Primary 7 pupils.

5	Coaches to Risk Factory Activity centre for all p7 pupils where children are taught to keep themselves safe.	<b>£315</b>
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Parent Council voted to approve the above requests (**9 in favour, 3 absetentions, 0 against**).

Priyanka outlined that in relation to the Sound System, a Parent Council member had highlighted that the system could be purchased more cheaply on Amazon. To be added to next meeting agenda.

Finally, Priyanka stated that the Stage Club have requested carry over funds (a loan from the Parent Council to be paid back at the end of the year once the money has been made back through ticket sales) to be spent on t-shirts and printing costs (£500). The issue with this is that parents of children attending have been told fees cover t-shirts. The Parent Council agreed that there is no issue with the loan in principal but that Stage Club should consider putting the advance funds towards something else.

### **7.30 Standing Agenda items:**

**a) Accommodation update** – See report for detail.

**b) Clubs Group update** - See report for detail.

Mr Urquhart was asked why there were concerns with using the outside sports area at the main school. Mr Urquhart replied that increased use of the area might not be favoured by neighbours. In addition, there were concerns with the surface and walls of the area.

**c) Fundraising** - no update provided.

Brian commented that some areas of the playground could benefit from repainting. Mr Urquhart commented that Spire Healthcare had been interested to know whether they could support playground development for example painting the fence, marking a running track. In addition, £25k has been allocated for playground work. The school's Business Manager and Mrs Richmond have visited Castlevew Primary School to see their design. The work should be completed before the summer. Part of the playground would be ringfenced as the school needed to be mindful that the nursery would eventually be coming to the main school.

**d) Morningside Community Update** – the following update was provided via Helen:

- The Canaan Lane new build development was going through the appeal process. Parents can voice their opinion on this on the Council's planning website. A link to the website is to be provided via facebook page. Cllr Cook commented that the appeal may have been rejected but that a fresh planning application may still be made.
- The Midmar flats proposal has been rejected
- Plans for a Park and Ride at Fairmilehead are continuing
- Morningside Christmas lights will be switched on between 4.30-6pm on Friday 8 December

**e) Transport update** – no update provided.

Philipa Coles offered to take on a Transport role.

**f) Playground update** – update provided under Fundraising.

Mrs Richmond provided an update in advance of the meeting that the first stage of the work is due to start in the Easter holidays.

**g) Communications update** – Helen advised that Elidh Stimpson and Alice Nelson had joined the Comms group and that Brendan was talking over the website maintenance. Caroline would be taking on email administration and Irene-Marie Esser would be working with Helen, Elidh and Alice on the facebook page. Going forward, the facebook page would be used for fundraising, PC updates, good news stories and community information. There were currently 441 followers of the facebook page.

Mr Urquhart provided an update that Group Call will replace the current ParentPay communication emails.

**h) Situations Vacant** – Brian advised that Finance remains the only unfilled position on the Parent Council.

### **8:00 Requested items**

#### **i) Empowering Schools**

Mr Urquhart commented that the consultation provided an opportunity for Parent Councils to put forward their views. Headteachers were also being consulted with. Mr Urquhart outlined that the proposal is for more power to be devolved to the school, which may be a good thing provided the right amount of support was in place including in relation to financial controls and regulations. It would allow teachers to make decisions but with the devolved power comes more responsibility. Mr Urquhart recommended that the Parent Council provides a response.

#### **ii) Sound System**

Discussed under Funding Requests.

## **8.15 AOB**

- Cllr Main commented that there had been a public meeting about road safety. The B2 priority parking zone was likely to mean increased parking restrictions and may affect drops off and pick ups. The intention was to clamp down on commuter parking. Cllr Main commented that in priority parking areas, it was not permitted to park between 1-3pm (not that parking was only permitted between 1-3pm). Written detail on the parking consultations is to be circulated. One parent commented that it is sometimes difficult for residents to park between 5-6pm.
  
- Brian commented that the Winter Fair was taking place on Saturday 2 December. A concern was raised about the timing of the fair in relation to the school staff's Christmas night out, which takes place the night before. It was confirmed that the date could not be changed and had been set to avoid other fairs. Yvonne commented that in terms of securing help with facepainting, Boroughmuir children had undertaken this in the past.

## **8.05 Close**

The meeting was closed by the Chair.

## **Supporting Papers Supplied in the Meeting Pack**

- Draft Minutes of the Parent Council meeting 9<sup>th</sup> October 2017
- Matters Arising/Action log
- Chair Report
- Treasurer Report
- Clubs Update
- Accommodation Update
- Empowering Schools: A consultation on the provisions of the Education (Scotland) Bill - <https://consult.gov.scot/learning-directorate/education-scotland-bill/>
- Sound System Quote