



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of PTA Meeting 10th May 2016

PTA Members Present

Brent Hurley (BH) – Chair, Wendy Zwart (WZ) - Vice Chair, Silvia Martocchi (SM) – Treasurer, VACANCY – Secretary

Ailey Aitken (AA), Dawn Graham (DG), Clare Dow (CD), Mairi Lawrie (ML), Johan Nolan (JN), Elaine MacMaster (EM), Clare Thompson (for Rehana Shanks).

Apologies

Roslyn Campbell (RC), Charlotte Flemming (CF), Paulina Skorb (PG), Sarah Harris (SH), Rehana Shanks (RS) and Nikki Watt (NW).

Guest

Amanda Russell (AR, football co-ordinator) and Lindsay (new Active Schools Co-ordinator)

Actions

- General action pertaining to one or two individuals
- Action for Rehana Shanks/Clare Thompson
- Requires all PTA members to consider

1. Welcome and Apologies

BH welcomed all present and made apologies for those unable to attend. A special welcome the new Active Schools Co-ordinator Lindsay She will be taking over Tom Scott's job. He left for another job.

Unfortunately Katarina Lauder had to leave the PTA on very short notice. We thank her very much for all her time and effort for the PTA.

2. Lindsay, Active Schools Co-ordinator

Lindsay is taking over Tom's job and shows us the current system for clubs: online enrolment with online payments, registers easy to create, cancellation easy to send out, user friendly, notifications when club is full etc.

- Instead of one letter per sports club, we could send out one letter for all sports clubs.
- Enrolment each term, kids who already joined go first. They will receive a letter at the end of each term asking whether they want to continue.
- Attention to be paid to parents who don't have internet access.
- Club co-ordinators are still needed, for waiting lists, policies, behaviour issues, questions, non-sports clubs.
- Money will be paid to the Active Schools Pot, from there to the Balerno Cluster and then back to our PTA. Maybe through the school as the PTA has an external account. Lindsay will sort that and talk to CT.
- The PTA is not charged for using the Active Schools system.
- Reports for the treasurer can easily be generated.
- DG will take care of the lets again next year.
- WZ to bring all sports co-ordinators in contact with Lindsay.
- Maybe some coaches would like to be paid through CEC, but then we lose our profit. On the other hand, we then might have time to organise other ways of fundraising.
- If material is needed, the Balerno cluster will decide what can be bought for what club.
- CL asks for the possibilities of a ski club, like they have in Ratho and Juniper Green. Lindsay will take a look.



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3. Minutes from last meeting

- SM will order one first aid pack and 40 ice packs.
- The newsletter has been sent out. The section about needed help will be sent out again separately by ParentMail and be available at the Parent Evenings. WZ to copy and arrange, BH to adjust where needed.
- Fort: SH has contacted CEC, but with all the damaged schools, their attention is needed there. The fort will be picked up after the summer break.
- Field: starting day 17th July (or earlier when possible)!!!! CF will meet Gavin of Sports Masters this Friday.

4. Treasurer's Report

SM to ask Kirsten Boyd for invoices for the bike shed and sound system.

Balance on PTA Account is currently £ 42,549.92

Balance on the Gift Aid bank account is £ 13,224.02

TOTAL: £ 55,773.94

£ 51,159.22 will have to be kept aside to pay for

1. The field drainage work: £ 25,000
2. Clubs: coach fees, lets and funding requests:
£ 5,409
3. Light And Sound System: £ 8,000
4. Fort Area: £ 7,500
5. Bike Racks: £ 5,250

This leads us to a **NET BALANCE** (PTA & Gift Aid) of **£4,614.72**

NURSERY REQUEST

The nursery asks for help with their annual school trip to East Link for £ 600. We are happy to pay. A notification that PTA supported this trip would be appreciated.

HEALTH & WELLBEING FUND + GIFT AID

From the Parent Council comes the following request: the school would like to set up a fund to subsidise children's trips, camp, skiing etc and has asked the Parent Council for possibilities to support this fund. The fund can be called the 'Health and Wellbeing' fund. The PC asks the PTA if a joined effort would be ok.

The PTA likes the idea, but wants to know more about it.

Relating to this is the Gift Aid Account. Maybe we can give this more attention as it is a not too much time consuming way of raising money. DG and SM will look into it.

5. Fund raisers

GALA DAY, 28th MAY

- AA will take care of boxes for the donations.
- We need volunteers for sorting the donations and ticketing them.



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- JN to pick up bunting etc from PTA cupboard and ask Kathryn Wright about dress down day.
- SM to make sign up sheet.

NURSERY THRIFT SHOP SALE

- This will take place 3rd June, 9-11.30am. AA and WZ to help.

FUN RUN

- CD and Chrissy McFennan will organise the next Fun Run on Sunday 25th September.
- CD to ask Tracy to send out a notification by ParentMail before the summer break.
- SM to put date on PTA website.

6. AOB

FOOTBALL EQUIPMENT IN CONTAINER

- The container is ok. The location TBD.
- CT to find out what other material can be stored in the container.
- AR to find out sizes and building type (slabbed floor or part of the container) and fixing kits.

SPORTS DAYS

- 13 May: CD + EM + SM
- 20 May: AA + CD
- 27 May: CD + WZ

BEETLE DRIVE

Lynne Watson of the Parent Council is organising a beetle drive with Sarah Harris, 15th September.

NEW PTA WEBSITE

When communicating about the PTA, please use the new link: www.deanparkschool.org.uk/pta.

Next meeting: Tuesday 14th June

All meetings take place at the clinic or staff room at Dean Park Primary School, 7.00-9.00pm