

# FRIENDS OF SANDHAVEN PRIMARY SCHOOL

## ANNUAL GENERAL MEETING - MINUTES

Monday 04 September 2017 at 6.00pm  
In Main School Building Hall

1. **PRESENT:** Mrs H Burgess  
Mrs W Burnett  
Mrs D Crockett  
Mrs D Grant  
Mrs L Lippe  
Ms C Maitland  
Mrs C McDonnell  
Mrs G Smith (Teacher Representative)  
Miss N Walker (Head Teacher)  
Mrs L Masson
2. **WELCOME:** The group congratulated Mrs Hall on becoming Mrs Smith over the summer break!
3. **APOLOGIES:** Mrs P Stokes
4. **MINUTES OF LAST MEETING**  
Accepted as read.
5. **TREASURERS REPORT**  
The balance on September 2016 stood at £1008.55. The current balance sits at £2533.40. This does not include the money raised at the end of year disco which is in the school safe (Mrs Crockett to confirm the final total with Mrs Duthie the School Administrator). Again, this fantastic amount is due to the fundraising efforts of the group, the support from the community, and the fact that there weren't as many requests for funding last session.
6. **HEAD TEACHER'S REPORT**  
Invites have been issued to all parents, to attend a meeting regarding changes to the existing report system (on Monday 11 September 2017). Feedback will be distributed afterwards.

Pupil involvement in school decision making is being encouraged with the introduction of House Captains and pupil councils/community groups. Elections have been held and successful candidates have the immediate task of deciding how to spend the £2000 that the school was awarded from the Tesco tokens scheme!

The cost of the buses transporting the P5 class from and to their swimming lessons on a Thursday morning will need to be covered. The FOSP members have agreed to cover this cost (which has yet to be confirmed).

## 7. FEEDBACK ON END OF YEAR DISCO

The disco was a success, with a profit being made (final amount to be confirmed). The new deejay was a great success and the FOSP members agreed that we should book him for all future discos. Ms Maitland will contact him re. availability once dates have been finalised for the coming session.

Mrs McDonnell has already bought tuck/sweets for the next disco as there was a good range available at a special price. The receipts are to be forwarded to Mrs Crockett. A final check will have to be done to see what other items need to be purchased for the event.

## 8. DATES/EVENTS TO ORGANISE FOR 2017/18 SESSION

**Fancy Dress Halloween Disco** – Tuesday 31 October 2017, 6pm - 7:30pm, in the school hall (main building). It was agreed that it would be nice to offer the primary school children a Halloween party this year and that it has the bonus of keeping younger children off the streets on a cold dark night! Ms Maitland to contact Joshua (DJ) re. availability.

**Soup & Sweet** – Saturday 18 November 2017, 12 noon - 2:00pm, in the school hall (main building). It was agreed that we would stick with last year's strategy and have a limited soup menu as the facilities are not suitable for a greater selection. It was brought to the groups attention that only one ring works on the existing two ring hob and the other doesn't seem to work at full power. It was agreed by the group that funding does exist to replace the item. Consequently, Mrs McDonnell is to look at prices of a replacement hob. In the meantime, like last year, the members are happy to take their slow cookers to school to keep the soup hot in.

The homemade soups will be Broth, Lentil, and Tattie, and cans of Heinz tomato soup for those who prefer it. Also, it was agreed that (as per last year) it is easier if only cold sweets are provided and jugs of juice will be on each table. Mrs Crockett will be placing a bulk order with Grampian Chemicals for polystyrene cups, bowls, plastic spoons, juice cups, etc.

As in previous years, the staff have agreed to donate bread & oatcakes, etc. The usual stalls will be there: tombola, bottle stall, cake & candy and lucky dip – all donations will be gratefully received!

**Beetle Drive** – Tuesday 16 January 2018, £2 per person, 6pm (for 6:30pm start) in the Main School Hall. It was agreed that last years' introduction of a Beetle Drive was a great success and enjoyed by parents and pupils alike. It was unanimous that the tubs of Pringles were a big hit(!) and although some changes will have to be made, as a first-time event it was a learning experience and should be added to the FOSP/school event calendar on a yearly basis!

**Bingo Night** – Wednesday 07 March 2018, 6pm for 6:30pm start, school hall (main building). Mrs McDonnell has offered to act as bingo caller and will approach the Clinton Social Club regarding the possibility of borrowing the bingo machine. Arrangements will be finalised nearer the date.

*A discussion was held regarding the school hall capacity as seating was full at both the Beetle Drive and the Bingo night. The possibility of hiring the village community hall was tabled, however it was agreed that rental at £15 per hour would eat too much into the profits. Also, we have never had to turn people away in previous years, and it was unlikely that numbers would increase much more for the events. Consequently, the events will continue to be held in the Main School building (for now).*

**Sandhaven School 50<sup>th</sup> Birthday!** – November 2017. An event will be held to mark the schools' milestone and the school will plan the event.

**Buttery Morning** – Saturday 28 April 2018, 10am – noon, school hall (main building). Proposed stalls: Cake & Candy, bottle stall, bric-a-brac stall, tombola. Details to be finalised nearer to the actual date.

**Family Night** – 26 May 2018, Sandhaven & Pitullie Community Hall. After last year's disappointment, local band M2 have confirmed that they will play on this date for no fee. The village hall has also been booked, however due to the ongoing renovation works, we will need to find out if the hall will be completed, and if so, what the maximum capacity is for ticket numbers.

**Fantasy Football/Dream Team** – Mrs Grant has suggested that we run a fantasy football over next year's World Cup (2018). Each team sheet will cost £5, and the winner will get half of the total monies raised. Also proposed that we run a Football Sweeper for the event at £1 per team.

**Darts Day** – a few years ago, FOSP held a very successful darts day which raised around £900. The event was a fun day for both women AND men, and not necessarily the parents of pupils at the school, but also keen darts players (who were very generous!). Ms Maitland is to make enquiries regarding staging this event, preferably in February.

## **9. CONSTITUTION & PROPOSED DATES/TIMES OF MEETINGS**

It was unanimously agreed to become a Parent Council. The benefits of this change include; free insurance for events, training for council members, and money for the Parent Council. This change requires amendment of the Constitution and the setting up of an email address for the Parent Council (so that any/all parents can put forward their contributions). The necessary amendments were made to the Constitution and agreed by the Council as were the proposed dates/times of meetings. Minutes will continue to be distributed to all parents either by email, or in the mail folders where necessary.

Dates for session 2016/2017 are as follows:

**09 October 2017**

**06 November 2017**

**08 January 2018**

**05 February 2018**

**05 March 2018**

**23 April 2018**

Mrs McDonnell has offered to set up the email account. Mrs Duthie (School Administrator) is to be asked to audit the accounts.

**10. ELECT OFFICE BEARERS FOR 2017/18**

Chairperson	Mrs C McDonnell
Treasurer	Mrs D Crockett
Secretary	Mrs L Masson

**11. A.O.C.B.**

Agreed that it made sense to have more than two bank signatories for the Councils account. It takes a long time to change/add signatories, and as Mrs Crockett (our Treasurer) is leaving next year, it would make good sense to get things in place now to prevent delays.

It was proposed that a Drug Awareness/Education visit be arranged for the school. Miss Walker to contact Drug Action/Police Scotland.

It was proposed by Miss Walker, and agreed by the Council, that in future our meeting agendas be set up via our Group Chat.

**12. DATE AND TIME OF NEXT MEETING**

Monday 09 October 2017, at 6pm in the Main School Hall.