

## **FRIENDS OF SANDHAVEN PRIMARY SCHOOL**

**Monday 06 November 2017 at 6.00pm  
In Main School Building Hall**

- 1. PRESENT:** Mrs W Burnett  
Mrs D Grant  
Mrs L Lippe  
Ms C Maitland  
Mrs C McDonnell  
Miss P Robertson  
Mrs G Smith (Teacher Representative)  
Miss N Walker (Head Teacher)  
Mrs L Masson
  
- 2. APOLOGIES:** Mrs H Burgess, Mrs D Crockett, Ms H Powell, Mrs P Stokes
  
- 3. MINUTES OF LAST MEETING**  
Accepted as read.
  
- 4. HEAD TEACHER'S REPORT**
  - The end of term service went well, and the pupils really enjoyed holding it in the village church. Consequently, a Christmas service will be held in the church (details to be confirmed later). The collection at the church door was split equally between the church and the school, raising £65.35 for the school. A further £63.50 was raised on the "Dress as You Please Day" held the following day at school.
  - There is still an outstanding invoice from the bus company. A cheque will be issued once both invoices have been received.
  - Parents night is on Wednesday 8 November. The book club will be held the same week and books will be on display for parents to buy. Items of old school uniform will also be available for parents to buy for a donation.
  - A Dyslexia Awareness event was held today with a PowerPoint presentation to help the pupils understand the problem. Everyone got a blue ribbon to wear.
  - The school office has been audited and were informed that the school was not insured to keep Council money in the safe. Accordingly, the petty cash will have to be kept elsewhere. It was agreed that it would seem more convenient to have a business debit card for the council to remove the necessity for keeping cash.
  - Informed that there has been no contact from either Tesco or Asda regarding a bag pack. Mrs Masson will make enquiries.
  - Miss Walker showed the council some of the purchases that have been made for the library improvements. A selection of bean bags, cushions and other items of furniture are already in the school, and eight shelves of non-fiction books have been ordered from the library at Old Meldrum.

## 5. TREASURERS REPORT

Mrs Crockett was absent; however, the following report was submitted to the council ahead of the meeting.

The Halloween disco raised £266.17. From that total £80 was paid to the deejay, £57.99 was added to the petty cash in the school safe (bringing the total petty cash to £150) and £128.18 was banked. Consequently, the bank balance now sits at £1616.50.

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

**Soup & Sweet** – Saturday 18 November 2017, 12 noon -2:00pm, school hall (main building). The poster was approved for circulation (Mrs Masson to distribute). All soups, sundries, etc. have been organised, however donations are required for the Cake & Candy stall, tombola, bottle stall and the bric-a-brac table - a request will go out to all parents in this weeks' newsletter. It was agreed that it will be easier to allocate tables to save confusion on the day, some of the older pupils will also help with the stalls as the parent council is short of helpers. Members will take their slow cookers to school for the soup, and trays for carrying cups. However, it was agreed that it would be better to buy six inexpensive ladles to be kept in the kitchen permanently. Miss Walker will open the school at around 11:15am for members to set up for the event.

Mrs McDonnell informed the council that finding a hob to fit the existing trolley was proving to be a struggle, but after re-examination, might have a couple options.

**Darts Day** – Saturday 3 February 2018. Agreed to provide stovies at the event rather than soup, etc. Details will be finalised at a later meeting (as will the arrangements for the **Beetle Drive, Bingo Night, Buttery Morning & End Term of Dance**).

**Chocolate Hamper & Drinks Hamper** – a request for donations will be put out in this weeks' newsletter. Mrs McDonnell will purchase raffle books for the hampers (two colours, 3 books of each).

**Christmas Concert** – Tuesday 19 December 2018. Miss Walker has approached the Sandhaven & Pitullie Community Hall regarding the possibility of staging the concert(s) there, as there would be more room and it would be easier to see the pupils on stage. However, there has been no word back yet. The parent council offered to cover the hire cost if necessary.

## 7. A.O.C.B.

- Mrs McDonnell has received an email to state that there has been a delay in the council payment from the Council/SPTC, but it is being processed.
- No date has been set yet for a Dalguise meeting as the three Head Teachers are still discussing options (this is because of the greater number of pupils who are eligible to attend).

## 8. DATE AND TIME OF NEXT MEETING

Monday 08 January 2018, at 6pm in the Main School Hall.