

**WEST LINTON PRIMARY SCHOOL  
PARENTS' COUNCIL and PTA  
ANNUAL GENERAL MEETING**

Minutes of a meeting held on Tuesday 4<sup>th</sup> November 2008

Present: John Barrie, Glenda Barton, Christine Berthelsen, Sally Bowie, Moira Brown, Katrina Culshaw, Tom Davidson, Colin Gambles, Gill Gracie, Alison Graham, Margaret Hogg, Gail Jackson, Gerry McLachlan, Morna Morrison, Michael Pryor (Chair), Monica Shaw, Gerda Stevenson, Chris Tate, and Steven Whalley.

In attendance: Hilary Elliott, Denise Halcrow (Clerk).

Apologies: Aileen Burns, Stephanie Downie, David Drummond, Robert Ferrier, Mary Gunn, Julie Jackson, Claire Shaw, Anita Thomas, Sheila Warren, and Alastair Young.

**1 Review of the Year – Parent Council**

Michael gave a report on the work of the Parent Council since it was set up in 2007. See appendix at end.

**2 Review of the Year – PTA**

Sally gave a report on the activities of the PTA over the past year. See appendix at end.

**3 Head Teacher's Report**

Mrs Elliott listed significant school events over the past year: Health Week, Sports Day, pupils' participation in the Dance Festival, Comic Relief and the recent Book Fair which sold £1600 of books resulting in £900 worth of books for class libraries and also a picture book selected by each class to send to Mrs Cameron who is teaching in Tanzania.

Changes in staffing have been challenging but appreciated nonetheless, given the positive contribution offered by new members of staff. Staff are committed and dedicated to working for the benefit of the children.

Partnerships have been developed with the Whipman Play, Horticultural Society, and an Eco committee and Pupil Council have been set up. The continued goodwill of staff, parents and members of the local community have been appreciated in all such activities.

Mrs Elliott acknowledged the valuable work undertaken by the PTA in securing funds for additional resources which enhance pupils' education, especially transport costs for participation in learning experiences outwith the school. Parents accompanying class outings are also appreciated: many parents provide invaluable support, and Mrs Elliott thanked everyone who has given their time in support of the school, especially Michael Pryor and Sally Bowie who have made a huge contribution and shown unwavering commitment over the past 4 years.

#### **4 Treasurers' Reports**

Sally gave the PTA Treasurer's report on behalf of Andy Macrae – see at end.

Margaret Hogg, PC Treasurer reported that the PC account is currently kept by Debby Whyte in the school office, but she recommended setting up a separate bank account from which to pay the clerk's honorarium and admin and photocopying expenses owed to the school, with any surplus at the end of the year going to the PTA. £765 has been received from SBC for the coming year, £260 of which is to pay the clerk and the remainder for admin costs and to fund any training expenses incurred by PC members.

Michael proposed the setting up of a PC bank account and Tom seconded. It was also agreed to set up a separate bank account for the School Centenary Fund.

#### **5 Appointment of Parent Council for 2008/09**

Any parent wishing to join the Parent Council is to let Michael know and they will be added to the circulation list.

#### **6 Appointment of Parent Council Office Holders**

The following were appointed:

Chair	-	Steven Whalley
Deputy	-	Tom Davidson
Secretary	-	Colin Gambles
Treasurer	-	Margaret Hogg

#### **7 Appointment of PTA Office Holders for 2008/09**

Chair	-	To be arranged
Secretary	-	Katrina Culshaw
Treasurer	-	Christine Berthelsen

#### **7 PTA/Parent Council Plans for 2008/09**

PTA – need ideas for fundraising events. Tom suggested a Race Night which was very successful with the playgroup.

PC – Michael recommended forging links with other PC's in the area.

#### **9 Date of Next Parents' Council Meeting**

Monday 17<sup>th</sup> November at 7.15pm