**CROMBIE PRIMARY SCHOOL PARENT COUNCIL AGM**

**MINUTES**

**8TH October 2019, 6.00 PM**

**Present:**

Committee: PC Members: School staff:   
Mark Flynn (Chair)(MF) Steph Cumming (SC) Adele Dickson (Head Teacher) (AD)  
Faye Grant (Secretary)(FG) Neil Buchan (NB) Anne Forsyth (AF)

Emma Huntington (Vice-Chair)(EH) Emma Smith (ES)

Louise Skinner (LS)

**1. Welcome & Apologies**

Apologies; Arlene Scott (Treasurer) (AS), Kevin Carter, Morven Noble (MN)

Welcome from MF to all especially to all the PTA (12 members). MF gave a summary of what the PC entails.

**Adoption of Minutes from May 2019**

MF and EH adopted the minutes. These will be posted on the notice board and the website (and on the Facebook Page).

**2. Chairperson's Report**

\* Information sent form Aberdeenshire Council which will be shared with the group via the secretary.

\*Following on from the re-drafted Constitution from last year, MF states that it is still OK.

\*MF has been given a PC toolkit which will be shared with the group

\*MF has been notified that there will be PC Chair Meetings going to be held. The group holding these meetings would like feedback as to whether this should be of a "Download" format or "Question s in Advance"

**3. Head Teacher’s report**

See attached

\* Thanks to PC for funding the App.

\* Thanks to PC and PTA for Support throughout the last academic year.

Question form NB - Will there be change in nursery numbers following the change to the 11/40 format? - AD answered - Hard to tell at the moment, the plan is for the 11/40 format to be rolled out in August 2020 and parents will be notified in advance if there are any changes. It will not affect the current nursery children.

**5. CPSPC Finance Report**

£800 currently in the account.

Authorised signatories on the account are hopefully now all sorted.

MN to look for sponsorship to help fund the App.

PC will pay for the App for this Academic year if agreed by the new committee.

**6. Appointment of Office Bearers**

All current Office Bearer's were happy to keep on their current roles and there were no objections to this

Mark Flynn - Chair

Emma Huntington - Vice Chair

Arlene Scott - Treasurer

Faye Grant - Secretary

Office Bearers confirmed (in line with Constitution) that we would welcome Anne Forsyth, Emma Smith and Louise Skinner continuing as Co-opted Members.

**7. Review of Action List (See Table Below Also)**

**Audit of library books/Library**

Mrs Smith has done a great job along with some parent volunteers to audit the books and organise the library.  
Library sub-committee has been formed

ONGOING

**Audit of Parent Council Accounts**  
Accounts need to be audited. CLOSED

**All weather pitch**  
See Action list. CLOSED

**Format of future PC meetings**  
Keep under review- OPEN.

**Digital parenting**  
Westhill Cluster has coordinated with the local police, for the police to provide some training to parents. CLOSED

**Chess Club**

FG to chase up a contact (Men's Shed)

We will possibly loose this support within 18 months

Advertise in Westhill Bulletin? Suggestion from Mrs Clark that the Children write to the bulletin asking for a new Chess Club Tutor.

Advertise on the App. asking parents to ask Grandparents for help?

**Lost Property**

Becoming quite an unmanageable task to control

Ecogroup are looking into what can be done with clothes which are not claimed.

Suggestion by (GR ) that the older siblings are given a task of naming all the uniforms?

FG can help sort through the lost property boxes.

**8. AOB**

App. agreed to be paid for by the PC

**14. Future Meetings**

Miss Dickson to advise us of a date for the next meeting after the Building works have finished.