

## MINUTES

### Minutes from the Meeting of the General Committee of the Broomlands Primary School Parent Council. Held remotely via Zoom on Thursday 30 May 2024.

**Present:** Jennifer Redpath (JR), Pam Guthrie (PG) Joint Chairpersons, Adam Lindsay, Head Teacher (AL), Alicja McIntyre, Treasurer (AM), Ellie Henderson (EH), Lucy Wendt (LW), Louise Hewison (LH), Sean Blaikie (SB), Lizzie Freeland Cook (LFC), Cllr Euan Robson (ER), Cllr Simon Mountford (SM), (TW) & James Thom, Clerk (JT) who took the minutes. (12)

**Parent**

**Forum:** Kinga Gomez (1)

Minute	Business	Action By
1	<b>Welcome</b> The Chairpersons opened the meeting at 7pm and thanked everyone for their attendance.	
2	<b>Apologies</b> Apologies were submitted on behalf of Avril Gibson (DHT), Christine Riley, Ashley Wilson, Joanna McNulty, Tracie Patterson & Cllr Tom Weatherston. (6)	
3	<b>Minutes from the Last Meeting</b> The minutes from the last General Committee Meeting, which was held remotely via Zoom on 01 June 2023, were reviewed (these were distributed to members via email prior to the meeting), it was agreed that these were a true and accurate record on the proposal of Jennifer Redpath which was seconded by Pam Guthrie.	
4	<b>Matters Arising from the Minutes of the Last Meeting</b> There were no matters arising from the minutes of the last meeting.	
5	<b>Chairperson's Business</b> Pam reported that there had been a number of Parent Council Chairs meetings arranged by the local authority, however, these had been sadly cancelled. Pam is still included in the Parent Council Chairs WhatsApp group, but there had been nothing on it that was relevant to Broomlands.  Pam noted that some of the members would prefer to have face to face meetings. The AGM will be a face to face and it was suggested that General Committee Meetings could perhaps be a mix of both remote and face to face.  Pam intimated that this would be Jennifer's last meeting as her time on the Parent Council had come to and end due to her son moving to the High School after the Summer Holidays. Pam thanked Jennifer for her time with the Parent Council, particularly her time as Joint Chairperson.	
6	<b>Head Teachers Update</b> Adam gave the members an update and an insight into the developments of the School Improvement Plan.	

	Adam continued by reporting that due to changes in resources and budgets, the very successful breakfast club is experiencing some difficulties and would require immediate intervention for it to remain active. Adam appealed for the Parent Council's support to ensure the breakfast club remained in place until the end of term with a view to overseeing the running of it in the new term. Jennifer and Pam agreed to give an action plan some thought, but in the first instance, would distribute a group call.	JR/PG
7	<b>Clerk's Business &amp; Correspondence</b> The Clerk reported that he had no recent or outstanding business or correspondence (relevant correspondence had been distributed via email since the last meeting). The Clerk was granted to permission to conduct all routine business until the next meeting.	JT
8	<b>Treasurers Business</b> The Treasurer reported that the Bank Balance was £2, 553 and was looking forward to the proceeds from the summer fair next week. It was also reported that the Parent Council had gave donations to the school in excess of over £1, 000. There had been a recent request for £300 (yet to be approved) from one of the teachers.  Ala will discuss with the school regarding the payment of the P7s leavers gift.  Ala further reported that she has a meeting with our Independent External Examiner on 3 June to get the accounts completed, approved and signed off for the last financial year end.  The Treasurer was granted to permission to conduct all routine business until the next meeting.	AM   AM  AM
9	<b>Parent Forum Business</b> The clerk reported that he had not received any business to discuss from the Parent Forum.	
10	<b>Sub-group Update</b> <ul style="list-style-type: none"> <li><b>Events and Social</b> – Next fundraising event is the Summer Fair which will be held at the school on 7 June 2024 from 6pm to 8pm.</li> <li><b>Healthy Tuck Shop</b> – Louise reported that from being in a deficit this time last year, the healthy tuck shop now had a small surplus which has been possible from the support and sponsorship from 11 local businesses who are assisting with the costs. It was agreed that this had been a successful model and could perhaps be replicated for the breakfast club.</li> </ul>	
11	<b>Diary Dates, Agenda Items &amp; Notes for the Next Agenda/Meeting</b> <ul style="list-style-type: none"> <li>Summer Fair will be on Friday 7 June 2024 (1800-2000).</li> <li>The next meeting will be our AGM will be on 19 September 2024 at 7pm in the School, full arrangements TBC.</li> </ul>	ALL
12	<b>AOCB &amp; Close</b> The Clerk reminded the committee that as this was Jennifer's last meeting and that Pam would also be finishing in July 2025, it would be worth having a think about succession planning.  Further to the requirement of volunteers for the breakfast club, James reported that Plexus offer its employees time off for volunteering activities. Sean reported that he worked for Plexus and would make some enquiries.  Adam extended his thanks and best wishes to Jennier.  The Chairs thanked everyone for their attendance and support and closed the meeting at 8.05pm.	
E & O E :: J. Thom :: 02 June 2024		

# **BROOMLANDS PRIMARY SCHOOL PARENT COUNCIL**

General Committee Meeting  
Broomlands Primary School Parent Council  
Thursday 30 May 2024 at 7pm, held remotely via Zoom

## **Joining Instructions**

When it's time to join the Zoom Meeting click on the link below:

<https://us06web.zoom.us/j/87115121265?pwd=O8qXoFv5dBfKybW9kuh0iJNAHNOBYA.1>

**Meeting ID:** 871 1512 1265    **Passcode:** 115159

If you are unfamiliar with Zoom or need a refresher, click the link below:

<https://support.zoom.us/hc/en-us>

## **AGENDA**

**Chairpersons: Pam Guthrie & Jennifer Redpath**

- Roll Call, Welcome & Housekeeping
- Apologies
- Minutes from the last General Committee Meeting
- Matters arising from the above
- Chairperson's Business
- Head Teacher's Update
- Clerks Business & Correspondence
  - Seek permission to conduct routine business until the next meeting.
- Treasurer's Business
  - Presentation of Accounts and Balance Sheet for Year Ended 31 July 2023
  - Financial Update, Bank Balances. Income and Expenditure.
  - Seek permission to conduct routine business until the next meeting.
- Parent Forum Business
- Sub-group Reports
- Diary Dates and Next Meeting Agenda Items (Dates of future meetings).
- Close

**Further information available from: James Thom (Clerk) on 01573 223 976**

# Shopping or Browsing On-Line?? – Please read on!



A **FREE** and **SIMPLE** way to raise money for the School while you shop on-line at over 2,000 online stores plus the opportunity to get yourself some online offers, bargains and promotions.

Why not have a look and start shopping now and raise funds for the school at no extra cost to you.

**Click on the below and register as a supporter:**

<http://www.easyfundraising.org.uk/causes/broomlandspc>

or search for: [easyfundraising.org.uk](http://www.easyfundraising.org.uk)

- Click on Support a Cause
- Click on “Search for a Cause”
- Type in and Select Broomlands Primary School Parent Council – Kelso
- Click on “Support this Cause”
- Create an account
- Start Shopping!! Easy!!
- **THANK YOU!!**



**Raise funds every time you search the web.**

Easysearch.org.uk help over 10,000 schools, charities, sports clubs and other good causes raise money from their everyday internet searches. Every search you make will generate a donation for your chosen good cause.

By using easysearch instead of Google or any other search engine, you can make a real difference. easysearch is completely FREE and by making just 10 searches a day, you could raise around £20 a year for to your chosen cause.

As well as raising funds, easysearch also gives you the best search results available on web. Today, the Internet is so big that different search engines will often deliver different results for the same search. So, by combining the strengths of several search engines together - Yahoo!, MIVA, and many more - you get the very best results in terms of accuracy and relevance, which means you'll find what you're looking for quickly and easily every time - all in one 'easy' search!

Click here to get started >>> <http://www.easysearch.org.uk/>  
and look for Broomlands Primary School Parent Council - Kelso