AGM 2017 MEETING MINUTES

Rothienorman Primary School PPG

Date | time 11/9/2017 7:00 PM | Location Staffroom

# PPG Committee members

Julie Symington (Head Teacher) | Hazel Macpherson (Chairperson) | Nicola Davidson (Vice Chair) | Sandra Ralph (secretary) | Cuca Elias (Treasurers Assistant) | Vanessa Ross (Treasurer) | Laura Raffan | Faye Morren | Elizabeth McKinnon | Louise Guyan | Gail Halliday | Maureen Young|Nicola Foister |Karen Johnston | Ann Roberson (Cllr)

# In Attendance

Julie Symington (Head Teacher) | Hazel Macpherson (Chairperson) | Nicola Davidson (Vice Chair) | Sandra Ralph (secretary) | Cuca Elias (Treasurers Assistant) | Vanessa Ross (Treasurer) | Laura Raffan | Faye Morren | Elizabeth McKinnon | Louise Guyan | Arlene chyne|Nicola Foister |Alistair.c.Forsyth (Cllr) Ann Stirling (Cllr)| Sarah Fletcher | Joanne Kinghorn | Cheryl Henderson | Kim Fraser |

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|  | ITEM | ACTION | DEADLINE |
| 1 | Welcome  Hazel welcomed everyone to meeting and thanked everyone for attending. |  |  |
| 2 | Apologies  Danielle Barrow | Gail Haliday | Ann Stirling(Cllr) |  |  |
| 3 | Approval of Previous Minutes  The minutes were read from last meeting reviewed and accepted. Proposed as correct by Nicola Davidson by Seconded by Faye Morren |  |  |
| 4 | **Chairpersons Report - Attached**  **Hazel briefly went over the new style chairpersons report and thanked all who had helped over the past year, committee, staff and parent helpers.**  **Treasurers Report – Full report attached**  **Vanessa briefly went over the treasures report. Thanks was given to AXEM for verifying our accounts they were give a bottle of rum and a box of chocolates as a thank you.**   |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | **ROTHIENORMAN PRIMARY SCHOOL PPG** |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  | **RECEIPTS & PAYMENT ACCOUNT** | | | |  |  |  |  | |  |  | **FOR YEAR ENDED 30 AUGUST 2017** | | | |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | | **Total Raised after Expenses** | | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | | Fancy Dress Discos | | £332.46 |  |  |  |  |  |  |  | | Valentine Disco | | £233.35 |  |  |  |  |  |  |  | | Christmas Cards etc | | £430.20 |  |  |  |  |  |  |  | | Christmas Show raffle | | £534.93 |  |  |  |  |  |  |  | | Fun Day |  | £1,262.50 |  |  |  |  |  |  |  | | School Bags | | £196.45 |  |  |  |  |  |  |  | | Easter Egg Hunt | | £274.20 |  |  |  |  |  |  |  | | Christmas DVD Sales | | £189.00 |  |  |  |  |  |  |  | | Foot Ball Tournament | | £325.19 |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  | £3,778.28 |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | | **BALANCE SHEET** | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | | As at |  |  |  |  |  | 30th August 2017 | |  |  | | *General Fund:* | |  |  |  |  |  |  |  |  | | At beginning of year | |  |  |  |  | 4,153.68 |  |  |  | | income over Expenditure | | |  |  |  | -1,044.99 |  |  |  | | At end of year | |  |  |  |  | 3,108.69 |  |  |  | |  |  |  |  |  |  |  |  |  |  | | *Represented by:* | |  |  |  |  |  |  |  |  | | Bank of Scotland Account | | |  |  |  | 3,108.69 |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  | 3,108.69 |  |  |  | |  |  |  |  |  |  |  |  |  |  | | I confirm that I have examined the underlying receipts and records and that the above income & Expenditure | | | | | | | | | | | and Balance Sheet have been properly prepared. | | | | |  |  |  |  |  | |  |  |
| 6 | Head teachers Report  Our PPG has worked very well together this session, really building on the previous year’s successes, we have achieved a lot.  The PPG has successfully organised a number of events both in terms of fund raising and in its role of helping with the community ethos of the school. Our September Community Fair and Barbecue worked really well for building the community feel as well as raising funds for both the school and other groups. The PPG coffee mornings are great examples of informal, sociable times for parents to get together and have an opportunity to speak with other parents, myself and more importantly be entertained by our talented and enthusiastic youngsters!  Hazel has mentioned in her report the wide variety of events that have taken place over the course of the year. The school has benefitted from the continued financial support for a number of other activities, resources and events.  I feel that one of the most important roles of the PPG is how well it functions as a group to consult on school developments and local issues. I really appreciate your advice and thoughts provided in this positive and supportive environment. For example, we saw the benefits of the changes to our P1 induction as a result of your consultation. We consulted the PPG on our plans to improve transition from nursery into P1, where we have had more of a focus on play and developmentally appropriate activities. We also consulted with the PPG on how we report to parents and the new style report card and reporting calendar for the session. I look forward to the continued support of the PPG in these and other developing areas.  I feel we have continued to become stronger as a group and now have more parents from both the school and nursery joining us to make Rothienorman School and Nursery an even better place for all. |  |  |
| 7 | Changes to Constitution – New constitution attached  All parents re sent the changes to the PPG constitution before summer holidays. No responses objections were received.  No objections were made by any persons attending the AGM and the changes were fully accepted by all. The constitution and will be formally changed as of 11/9/17. |  |  |
| 8 | Resignation of Post Holders  Chairperson- Hazel McPherson – Resigned from post  Vice Chair- Nicola Davidson – Resigned from post  Treasurer – Vanessa Ross - Resigned from post  Secretary – Sandra Ralph – Resigned from post |  |  |
| 9 | Post Nominations  Chairperson – Faye Morren -Nicola Foister nominated and Hazel McPherson seconded. Faye Morren accepted.  Vice Chair- Cheryl Henderson – Nominated by Hazel McPherson and seconded by Faye Morren. Cheryl Henderson accepted.  Secretary – Lyndsey-Ann Prue – Nominated by Louise Guyan and seconded by Elizabeth McKinnon |  |  |
| 10 | A.O.B  No other A.O.B |  |  |
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| 12 | Date of Next AGM Meeting – June 2018 |  |  |