

# Alehousewells Parent Council - Minutes of Meeting



<b>Location</b>	School & Microsoft Teams	<b>Date &amp; Time</b>	23 <sup>rd</sup> January 2024, 6.30pm
<b>Attendees</b>	Carol Hughes (Head Teacher), Mary Thomson (Chair), Faye Emslie (Vice Chair), Anna Soper (Secretary), Michelle Morrison (Nursery), Louise Thorburn, Kimberley More, Charlie Moynagh, Samantha Fleming		
<b>Apologies</b>	Laura Laoye (Treasurer)		
<b>Agenda</b>	<ol style="list-style-type: none"> <li>1. Welcome/Apologies</li> <li>2. Chair's Update</li> <li>3. Treasurer's Update</li> <li>4. Upcoming Disco on 7<sup>th</sup> March 2024</li> <li>5. Head Teacher's Update including: <ul style="list-style-type: none"> <li>• Sensory garden</li> <li>• Panto and shortfall to be split between school and parent council</li> <li>• First Aid training for pupils</li> <li>• Clevertouch boards</li> <li>• Child protection policy update</li> <li>• Wray Thomson fundraiser on 23<sup>rd</sup> February 2024</li> </ul> </li> <li>6. Nursery Update</li> <li>7. AOB</li> <li>8. Date of next meeting</li> </ol>		

Item No.	Discussion Points	Actionee	Due Date
<b>1</b>	<b>Welcome/Apologies</b>		
A	Mary welcomed everyone to the meeting.	N/A	N/A
<b>2</b>	<b>Chair's Report</b>		
B	A quotation for CCTV has been received, however to to the cost is is not feasible at the moment. Mary followed up and is awaiting response. We are looking into installing two dummy cameras including signs, one in the playground and one near the nursery.	Info	N/A
<b>3</b>	<b>Treasurer's Report</b>		
C	The current bank balance is £4,431.62 with village hall, Tech Fest, Santa gifts and buses for Panto still to be paid.  UPDATE 24/01/2024: Current balance after all outstanding payments made is £2,551.36.  Accounts now audited by Louise, OSCR form to be completed. Once done, the accounts will be submitted.	Info	N/A

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<b>4</b>	<b>Upcoming disco on 7<sup>th</sup> March 2024</b>		
D	Disco will be organised as per usual: <ul style="list-style-type: none"> <li>- Let is confirmed</li> <li>- Ticket sale will be on Monday (4<sup>th</sup>), Tuesday (5<sup>th</sup>) and Wednesday (6<sup>th</sup>)</li> <li>- Helpers will be confirmed nearer the time</li> </ul>	Info	N/A
E	Date of disco in June changed to 27/06/2024 due to P7s being at academy that day.	Info	N/A
<b>5</b>	<b>Head Teacher's Report</b>		
F	School roll – 132, 3 pupils left after Christmas Staffing – Miss Julie McIntosh was successful at interview for the position of PSA, working on a Tuesday and Wednesday, alongside her Pupil Support days of Monday, Thursday and Friday. Other candidates for replacing Mrs McConnachie are currently awaiting checks.	Info	N/A
G	Primary 1 enrolment is completed, however number cannot be confirmed as yet due to out of zone requests not being finalised by the Council.	Info	N/A
H	Funds for the Sensory Garden are now available and the contractor has been contacted. Hopefully all works will be completed during spring time.	Info	N/A
I	Panto was a huge success, all pupils had a great time. There were 24 pay forwards, which leaves an outstanding amount of £190. PTA agreed to cover half (£95). Laura to transfer.	LL	31/01/24
J	First Aid Training for P5, P6 and P7 pupils has been booked and will take place on 15 <sup>th</sup> and 16 <sup>th</sup> April 2024. The cost of the training is £360, which the PTA agreed to cover. Laura to obtain invoice and transfer.	LL	29/02/24
K	Brand new Cleverboards have been installed in all classrooms. Funding has been received for 4 boards only. Cost of two additional boards comes to £5,454. PTA to discuss after Wray Thomson and golf fundraiser.	PTA	31/03/24
L	Child Protection Policy has been updated in line with the Aberdeenshire Council policies and procedures and was sent out with the latest newsletter.	Info	N/A
M	Wray Thomson Fundraiser: <ul style="list-style-type: none"> <li>- Entry to village hall from 6.15/6.30pm to set up tables and chairs</li> <li>- Mrs More to check with Wray if the following order would be ok:                             <ul style="list-style-type: none"> <li>• Comedy</li> <li>• Break for Raffle</li> <li>• Comedy</li> <li>• Tops and Tales</li> <li>• Disco</li> </ul> </li> <li>- Raffle – struggling with raffle prizes from businesses, Mrs Hughes to send our email to parents and staff</li> <li>- Mary to create info for tables to remind people to take away their empties</li> <li>- Laura to organise float for raffle tickets</li> <li>- Mary, Faye, Louise and Anna available to help, Mrs Hughes and Mrs More happy to help with tickets at entrance</li> </ul>	Various	15/02/2024

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<b>6</b>	<b>Nursery Update</b>		
N	Nursery Roll - Currently 43 children attend the nursery over a week. Staffing – New Early Years Support worker Miss Ellie Robb started in January on a fixed 2-year contract.	Info	N/A
O	Nursery admissions for next year now open for 2 weeks.	Info	N/A
P	New library helper will be required soon.	Info	N/A
Q	Every second Thursday of the month Bookbug sessions with the local library are taking place.	Info	N/A
R	Michelle and Bev attended ERIC training course about toilet training to help and support children and parents.	Info	N/A
S	Michelle thanked the PTA for paying for the Santa presents.	Info	N/A
<b>7</b>	<b>AOB</b>		
T	Penny has container drawings and would like to meet with children to discuss in more detail. She will get in touch with Mrs Hughes as soon as the weather improves.	Info	N/A
U	Mary to arrange meeting between Kemnay Primary PTA and Alehousewells PTA to discuss potential common events.	MT	31/01/24
V	We discussed Funds4U offered by the local Rotary. Mary will apply for funds.	MT	31/01/24
<b>8</b>	<b>Date of next meeting</b>		
W	The next meeting will take place on 18/06/2024, all welcome.	Info	N/A