MINUTES OF FISHERMOSS PSC GENERAL MEETING
9th October 2018

Attendees:	Allan Denny (AD) Alyson Young (AY) Allyson Miller (AM) Anne Wilkins (AW) Carolyn Harrison (CH) Claire Alexander (CA) Darren Robertson (DR) David Wilkins (DW) Heather Shepherd (HS) Kirsty Dundas (KD) Mabel Nwokoloh (MN) Susan Bryson (SBR) Vicki Tait (VT)	**Apologies**:	Angela Purves (AP) David Peterson (DP) Gavin Bryson (GB) Hazel Willox (HW) Margaret Ferguson (MF) Michelle Murphy (MM) Nicola Cameron (NC) Shona Bloice (SBL)

Item	Discussion	Action	Action Date
1.	**Welcome (AD)**		
	Chairperson (AD) welcomed everyone to the meeting, and thanked them for attending. Apologies were noted.		
2.	**Minutes of Previous Meeting (AD)**		
	Previous AGM Minutes from meeting of 5th September were agreed and signed.		
3.	**Treasurer's Report (NC)**		
	Treasurer send apologies that they'd be late, but did not attend. No report was submitted - current financial status unknown.	**NC**	**ASAP**
4.	**Depute Head Teacher's Report (AY)**		
	Several points were covered: 1. Bruntland Road school crossing patroller. The lollipop man has retired – his last day is Friday 12th October. The position has been advertised for some time, but as of yet the vacancy has not been filled 2. Playground Markings. All classes have been consulted and the Pupil Council came back with their choices of playground markings, e.g. hopscotch, dominoes, number snake, tic-tac-toe, compass, our Solar System planets, alphabet and the daily mile footprints for Bourtree Park.		
	3. A sample of the P1 waterproofs were displayed to the committee. Robust waterproofs with easy fastenings. 4. Lateness. To date late pupils have been dealt with informally. However, lateness will be dealt with more strictly as of Monday 29th October 2018. A child will be considered to be officially late if the school bell has gone and all class lines have gone inside. Children who arrive late at school must enter via the main entrance. After 5 late attendances a letter will be sent home to parents. After 10 late attendances parents will be called in to meet with the Head Teacher. In each instance of late attendance the child will be briefly asked to give a reason for their lateness.		

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	5. Financial Request. Nursery £152 for sand, art supplies and water resources; Mrs McRae £200 for 10 new BBC micro:bits for coding which will allow 1 micro:bit between 2 children bringing total up to 16 micro:bits. PSC committee agreed to fund this £352 request, cheque to be raised for school. 6. Family Walk. Over the past few years numbers attending the evening family walk during health week have dwindled. The school wondered if the PSC would like to reinvigorate interest by turning it into a scavenger or treasure hunt. 7. Sponsored Walk. Total amount of money raised is currently unavailable. All monies should have been handed in by 3rd October 2018.	**NC** **NC**	
5.	**Matters Arising From Previous Minutes**		
	I. Roles & Responsibilities. Chairperson (AD) proposed that the Roles and Responsibilities circulated to all Committee members be accepted as final. All agreed. II. Agenda. Chairperson (AD) clarified that meeting agendas are set by the Chair, Vice Chairs and Secretary. The full committee does not need to be involved in the setting of agendas. If any member wishes to raise something on the agenda then it must be sent to the Chair, Vice Chairs or Secretary at least 2 weeks before a general meeting. If the agenda item submission deadline is missed, an item can always be raised under Any Other Business (AOB)		
6.	**Fund Raising Events**		
	I. Dress As You Please Day Friday 12th October. A reminder has gone out to all parents via the children's homework diaries. Chocolate donation for Christmas Fayre Tombola. II. Halloween Disco 1st November. VolCo (AP, CH & KD) have done an excellent job co-coordinating volunteers. 1st Disco has full quota of 8 PVG volunteers including First Aider. 2nd Disco has 6 PVG volunteers including First Aider. Each disco needs 2 volunteers on refreshments; 2 on hall duty; remainder on patrol. CA enquired as to refreshment and prize purchases. Agreed to stick with squash and water in jugs available throughout, and Haribo sweets. Usual goodie bag prize of glow in dark goodies & sweets – 2 for best dressed, 2 for best dancers, at each disco. Need clear signs at front door indicating one way system in place for drop off. Children going home unaccompanied must have signed permission slip. Tickets set at £2. HS offered to print out tickets, AW to send template. Volunteers to turn up 15 minutes before disco. Decorations in PSC cupboard. No balloon drop. III. Halloween Movie Night 2nd November. KD advised that NC has organised everything. AM advised someone had contacted her requesting that a wheelchair space/area and 3 accompanying seats be reserved. AW offered to make some nice 'Reserved' bunting for those chairs.	**CA** **AW, HS** **AW**	

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	IV. Christmas Fayre 30th November. DW advised already have 19 out of 25 stalls reserved. Still to get in contact with the remaining stall holders from last year who have not responded. Santa will be returning to visit the Grotto which will be held in Music Room this year. Nicol Transport have agreed to help deliver Santa and his sleigh on the night. Council have got rid of community bouncy castle so not having one this year; on the upside CA suggested it would help people hear the Christmas music in the hall. DW raised question of whether this year there would be a PSC homemade stall, as he had 5 stall holders all wanting to sell various Christmas handmade paraphernalia such as advent calendars: much discussion ensued. It was agreed that at Santa's Grotto a small stall would sell the most popular handmade items sold last year, i.e. Santa's letters, magic keys and reindeer dust. CA suggested if no handmade stall this year, maybe there will be more home bakes. AY asked if ingredients needed to be listed on home bakes, AM advised not necessary, AW stated only requirement is no fresh cream. KD wanted clarification on raffle tickets – it was agreed get people to write name on each cloakroom ticket individually not across a strip of 5. CA stated a lot of leftover wine last year. Much discussion ensued about licencing and serving alcoholic drinks: agreed to serve tea/coffee/hot chocolate/squash/mince pies/shortbread. VolCo asked for breakdown of stall Volunteers, DW suggested: a. 3 @ Toy Tombola b. 1 @ Home Bakes c. 3 @ Chocolate Tombola d. 3 @ Bottle Tombola (no P7s due to alcohol) e. 1 @ Train Game (Mark Murphy proposed) f. 2 @ Christmas Games g. 2 @ Raffle Tickets h. 4 @ Refreshments i. 2 @ Entrance (MF & J.Gill to be asked) j. Grotto comes with Santa and his elves, no volunteers needed!	**DW** **DR** **VolCo, MM**	
8.	**Child Safety and Security**		
	1. Chair (AD) clarified that some parents had contacted the PSC about the wooden hoardings that have appeared on some of the perimeter fences. Depute Head Teacher (AY) advised that the wooden hoardings on the fencing, installed by the school janitor, are only temporary. KD advised some of the wooden boards have already blown down. AY reported that a blacksmith has been contacted to make new fences that address closing the large gaps at the base where soil erosion has taken place. There is no timescale yet as to when the new fences will be installed. 2. To prevent children leaving the playground, it would also be helpful if parents would close the school playground gates after entering and exiting the playground.		

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9.	**AOB**		
	1. AD noted with great disappointment that Cllr Alison Evinson disparaged Fishermoss PSC, in a recent meeting with the Hillside School Head Teacher, regarding the purchase of the new cross-shredder. Cllr Evinson had accepted the invitation to the Fishermoss PSC AGM, where purchase of the cross-shredder was discussed, but she did not attend. It is with further disappointment that Education Convenor Cllr Evinson has failed to publically compliment Fishermoss School after achieving one of Scotland's highest rated school inspection reports. 2. NC requested by email that the PSC think about producing a GDPR policy. AD contacted the Information Commissions Office who informed him the PSC do not need a policy. DW also advised that as we do not keep a list of members and their personal details, a policy is not required. AD also advised that as Facebook has their own GDPR policy, an additional PSC policy covering this is not required. 3. Carrie Heddle contacted AD and advised that former Parent Council financial paperwork had been submitted to Francis Rowe and some to the school office. However, bank statements are still being sent to CH. AW to contact FR to collect all outstanding historical accounts and pass to NC. 4. DW suggested that instead of the proposed new Spring Funday, we retain a fundraising Spring Fayre and have a separate fun day for the children, a 30th birthday party or an event after Schools Sports Day. AY to investigate dates. 5. DR advised grant application has been submitted to Meikle Carewe Wind Farm for playground markings, storage shed and shed base. PSC agreed to go ahead with F&L tender of £700 inc. VAT for 4"thick reinforced concrete base. Likely installation during October holidays. 6. CA advised that few parents remained for refreshments after school sponsored walk and asked if it's possible to make the start of sponsored walk later in the afternoon to encourage more inclusion of parents. 7. CA advised that Data Check paperwork should be sent home in a sealed envelope and not as loose leaf paper as it contains privileged information that can end up in wrong hands. AY to investigate. 8. AD advised that parents can sign up to connect.gov.uk to read more about PSCs, school curriculum, etc. 9. DR advised that a bouncy castle is available for sale. Much discussion ensued regarding safety certification and storage. It was agreed in principle to buy one. The meeting closed with Chairperson (AD) thanking everyone for their time.	**AW, NC** **AY, MF** **DR** **AY, MF** **AY, MF**	

Date, Time and Location of next Meeting:

Wednesday 7th November 2018, 7pm, Fishermoss School Staffroom.