

**Tayport Primary School**  
**Playgroup and Ferryport Nursery**  
**Parent Council**  
**Minutes of Meeting**

**AGM: Thursday 10<sup>th</sup> November 2016 at 6.30pm at Tayport Primary School**

**Present:** Sherree Rennie (Chair), Jill Tennant (Vice Chair) Linda Welsh (Treasurer), Vanessa Rengger(Secretary), Jane Holmes (HT), Jennifer Peterson (DHT), Kirsten Rae, Lauralee Williamson, Ashsley Clark, Jo Eismont, Anna Moss, Niki Sage.

**Apologies:** Laura McDonald, Cllr. Maggie Taylor

<b>1</b>	<b>Minutes of Last AGM 27.8.15.</b> Approval of the minutes of the last AGM were proposed by Jill Tennant and seconded by Kirsten Rae.
<b>2</b>	<b>Chairperson’s Report (SR)</b> Sherree thanked everyone for attending the AGM meeting tonight and the Parent Council team for their excellent support and commitment. Thanks to VR who stayed on after Natalie moved on to Madras. Sherree explained that very little fundraising has taken place this year mainly due to a lack of parental support, which, given there are about 180 families in the school, is difficult to accept. SR reported that feedback from parents this year has greatly improved with most confident or more confident in the quality of their children’s experiences at school.This has been achieved by the management team despite a lot of change in the last 12-18 months, which has involved upheaval and many new staff. SR asked JH to extend the Parent Council’s thanks to Nicola Wallace (DHT) whose work has made a big difference to the school and to wish her well in her new post as HT at St Monans. SR also thanked the staff who attend our meetings and the management team for their 100% support. SR concluded by saying that the Parent Council committee feel that they have given long service to the school, but feel under- supported by the parent body and have therefore all decided to step down.
<b>3</b>	<b>Treasurer’s Report (LW)</b> LW reported on the accounts to the year end on 31.3.16. The Parent Council have spent a large amount of the money which they had raised in the previous years, the largest proportion of which was for the trim trail. Income raised in 2015/16 amounted to £3029 from two fundraising events; a coffee morning and the school fete, which parents always support. Expenditure amounted to £14,309.87, of which £12,101 was for the trim trail, which was afforded by fundraising and 2 large grants from the National Lottery and Cash for Kids. The Parent Council contributed £500 to the Christmas panto visit by M and M productions, in order to minimise cost to parents. The current bank balance is £7753 of which £3000 is allocated to the next round of playground improvements.
<b>4</b>	<b>Secretary’s Report (VR)</b>

<ul style="list-style-type: none"> <li>.</li> </ul>	<p>VR reported that all indemnity insurances, licences and memberships are up to date for the year.</p> <p>Newsletters from the Scottish Parent Council have been distributed to those on our parent council mailing list.</p> <p>The Parent Council held four meetings last year plus a school improvement planning meeting.</p> <p><b>Update on the playground</b></p> <p>Fife Council finally put the picnic tables, stage and log seats out to tender the week before the October holidays. The process will take about 12 weeks ( 2 weeks to complete the drawings, 4 weeks for the tendering process and 6 weeks for the supplier to schedule.)</p> <p>Most of the designs on the playground were repainted by parents during October, but the snake has been left until better weather in the Spring as it requires a lot of paint due to the rough tarmac and therefore takes longer to dry. Thank you to those who helped. Paint has now been returned to the storage area under the school gym.</p> <p>VR explained that now that the first phase of improvements planned by the playground committee in October 2013 is all but completed, she feels this is the right time to step down as Secretary after 2 and a half years in this role and 3 years involved with the playground (admittedly not very productively in the last year due to a college course). The committee would be better served by a secretary who has daily involvement with the school.</p>																								
<p><b>5</b></p> <ul style="list-style-type: none"> <li>.</li> </ul>	<p><b>Election of new office bearers</b></p> <p>JH took over control of the meeting and thanked the committee on behalf of the school for all their hard work this year . Special mention to VR for her work on the playground and also to those parents who reviewed the school improvement plan and helped with removing jargon. The education officer has agreed to come in and talk to the Parent Council about the data used in school's reporting on children's progress as this kind of information cannot be put in a public report.</p> <p>As the committee members were all standing down, JH asked each person to give a brief description of their duties.</p> <p>There were insufficient parents willing to take on all the roles, so after much discussion it was agreed that VR would stand down and be replaced by Niki Sage. The other three members would stay on for this year, with Kirsten Rae shadowing LW as treasurer until the summer, when LW would stand down. Two ordinary committee members (Ashley Clark and Jo Eismont) would be appointed to share the load, Lauralee Williamson would help with events and Anna Moss would provide advice on grant applications if needed, although with no formal role as she is very busy with the Top Park Group.</p> <table border="1" data-bbox="268 1444 1228 1713"> <thead> <tr> <th>Role</th> <th>Name</th> <th>Proposed</th> <th>Seconded</th> </tr> </thead> <tbody> <tr> <td>Chairperson</td> <td>Sherree Rennie</td> <td>Niki Sage</td> <td>Kirsten Rae</td> </tr> <tr> <td>Vice Chair</td> <td>Jill Tennant</td> <td>Niki Sage</td> <td>Kirsten Rae</td> </tr> <tr> <td>Treasurer</td> <td>Linda Welsh</td> <td>Kirsten Rae</td> <td>Ashley Clark</td> </tr> <tr> <td>Secretary</td> <td>Niki Sage</td> <td>Sherree Rennie</td> <td>Lauralee W.</td> </tr> <tr> <td>Committee Members</td> <td>Ashley Clark ) Jo Eismont )</td> <td>Sherree Rennie</td> <td>Vanessa Rengger</td> </tr> </tbody> </table>	Role	Name	Proposed	Seconded	Chairperson	Sherree Rennie	Niki Sage	Kirsten Rae	Vice Chair	Jill Tennant	Niki Sage	Kirsten Rae	Treasurer	Linda Welsh	Kirsten Rae	Ashley Clark	Secretary	Niki Sage	Sherree Rennie	Lauralee W.	Committee Members	Ashley Clark ) Jo Eismont )	Sherree Rennie	Vanessa Rengger
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<p><b>6</b></p> <ul style="list-style-type: none"> <li>.</li> </ul>	<p><b>AOCB</b></p> <p>It was agreed that having Parent Council meetings round a table might be more acceptable to some parents rather than the formal set up in the hall.</p> <p>There was no other AGM business</p>																								

The AGM closed at 7.35pm

