

Tipperty Parent Group

AGM Meeting Minutes – Wednesday 6th September 2023 @ 6.30pm

Attendees: Miss. Buchan (Head Teacher), Mrs. Comery, Mrs. Hewitt, Mrs. Mackay, Mrs. Yeoman, Mrs Watt, Mrs Bergh

Item	Notes	Actions
1	<p><u>Welcome and Apologies</u> Mrs. Comery thanked everyone for attending.</p> <p>Apologies were noted from Miss Sherriff's, Mrs. Gillies, Cllr. Owen, Miss McKimmie, Mrs McKessick and Mrs Fuller.</p>	
2	<p><u>Minutes of Last Meeting</u> The minutes from the last meeting on 21st June 2023 were approved.</p>	
3	<p><u>Chairperson's Report</u> Mrs. Comery chairperson read out her report as follows.</p> <p>The last school year was a busy one for the committee.</p> <p>With a successful Rock n Roll bingo evening, bark purchased and distributed, new waterproofs for the outdoor area, and the Bee Crafty visit to name a few.</p> <p>Looking forward we have the Christmas Fayre and the Christmas Panto in the next term too.</p> <p>This year we have 8 less pupils in the school. With this and the move to 1 classroom on paper, I'm sure you will agree that this year will be about supporting the change and trying to promote the school to drive higher attendance.</p> <p>It's more important than ever that we work together not just in fundraising, but in promoting the school, to ensure its future.</p> <p>Hopefully with the new WhatsApp group in place, we can communicate easier with all parents to ensure any issues raised can be addressed in parent Council meetings. This will make sure that everyone's voice is heard.</p> <p>Thank you very much for your support in 22/23 and look forward to working with you in the next academic year.</p>	
4	<p><u>Head Teacher's Report</u></p> <p>It has been great to see the children back in school for term 1. We have also been delighted to welcome our new P1 pupil to the school . The children seem to be enjoying working with their new working groups in class and are getting settled in to new school routines.</p>	
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	<p>This term the children are focusing on the themes of Friendship and Harvest. We continue to make good use of the outdoor space in our activities across the curriculum.</p> <p>We have been continuing to work in our pupil working groups. Mrs Dew has been working with the children on our application for the Royal Horticultural Society Level 3 award and they have also been making plans for the year ahead. We are delighted that we have been able to start using some of the food waste from the kitchen to feed our hungry worms in the garden. Many thanks to those parents who continue to support the school garden by volunteering. Please contact the School Office if you would like to go through the PVG process to become a garden volunteer.</p> <p>Thank you to the Mackay family for sorting out the garden bench repairs and to the Yeoman family for helping Mrs Dew in the school garden in the Summer holidays, as well as the Stewart family.</p> <p>Our Rotakids group have been working on planning a litter pick which will take place later on in September. The Eco group have been planning to make some crafts using recycled materials and they will be in touch with you shortly to confirm what kind of materials they are looking for e.g. glass jars.</p> <p>We were delighted to be visited by Pam from Ellon Parish Church at a recent assembly. The Health group have been making plans for a Harvest Collection which will be shared with the Community Larder at Ellon Parish Church.</p> <p>Children in P7 have been enjoying working on Bikeability with Mrs Baillie and Mrs Irvine in the past two weeks and Bikeability for P4/5 is planned for October. Pupils in Primary 5/7 have also been attending weekly online Gaelic lessons this term and these lessons are hoped to continue until Christmas.</p> <p>It has also been lovely to see some of the achievements that the children have shared with us over the past few weeks. We would like to encourage everyone to continue to share their children’s achievements with us either by email or on Google Classroom.</p> <p>I will update you further on our activities via newsletter in the next few weeks.</p>	
<p>5</p>	<p><u>Treasurer’s Report</u></p> <p>In the absence of Mrs. Gillies, Mrs. Comery advised that there was £3681.88 in the account at present.</p> <p>Miss Buchan advised there was £130 in the school office – donations collected/handed in for the defibrillator.</p> <p>The deposit has been paid for the Panto tickets, but the remainder as well as the bus still needs to be paid for.</p>	<p style="text-align: center;">MB</p>
<p>6</p>	<p><u>Update on Class and Teacher Numbers</u></p> <p>Tipperty Primary now has 15 pupils.</p> <p>Miss. Buchan was asked to provide an update on how the combined class was working and the structure.</p>	

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	<p>Miss Buchan advised it was being reviewed day-to-day and more forward planning was required than before to ensure the correct teaching staff were in place to allow for additional activities such as Bikeability.</p> <p>Miss Buchan advised that Mrs Irvine worked Mon-Wed and Mrs Baillie on a Thurs-Fri. Mrs Dew was also returning when she could, depending on her requirements at other locations.</p> <p>It was agreed that the children seem happy with the new class set-up.</p>	
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7	<p><u>Nomination of Parent Group Members</u></p> <p>The below roles were confirmed:</p> <p>Chairperson: Mrs Claire Comery <i>Proposed by - Tracy Mackay. Second by – Stacey Watt</i></p> <p>Vice Chairperson: Mrs Tracy Mackay <i>Proposed by – Claire Comery. Second by – Stacey Watt</i></p> <p>Secretary: Mrs Stacey Watt <i>Proposed by – Claire Comery. Second by – Stacey Watt</i></p> <p>Treasurer: Mrs Nicola Gilles <i>Proposed by – Claire Comery. Second by – Stacey Watt</i></p> <p>It is hoped all other parents will be available as Helpers as/when required.</p>	
8	<p><u>Defibrillator</u></p> <p>It was confirmed upcoming fundraising efforts will be for the purchase of a new defibrillator.</p> <p>Mrs Comery has on-going correspondence with SADS and they have advised we have the option to purchase a new defibrillator through them, and they can also assist with our fundraising – they can provide collection tins, balloons etc. that can be used at the Christmas Fayre (and future fundraising events). There are a range of machines available at different costs – one thing to consider is the costs of replacement pads e.g. if a cheaper model has more expensive pads, it may be more cost effective to go for a more expensive model. All models have the same life span and costs range from £900-£1500.</p> <p>SADS have advised they may also be able to make up any shortfall we have if we are unable to raise the full amount.</p> <p>Mrs Comery will continue to correspond with them to obtain the fundraising materials and guidance/assistance in purchasing a new machine.</p>	CC
9	<u>Fundraising & Planning</u>	

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	<p><u>Christmas Fayre</u> The Christmas fayre has been confirmed for the 4th November, 10-4pm. 17 stalls are confirmed for the event.</p> <p>We are awaiting a reply from the Farmer who owns the old road as to whether it could be opened for the day to allow for additional parking.</p> <p>Mr Comery is going to make signs to advertise the fayre.</p> <p>The application for lease of the school was rejected as they did not have enough information about the rooms to be used etc. Mrs Watt will re-submit the application.</p> <p>It was discussed whether the classrooms could be used but with GDPR rules, it would involve a lot of work to remove items from the classrooms with children’s names etc.</p> <p>It was agreed the blue classroom could be used for teas/coffees, the main hall for stall holders, and the sensory room for the ‘special guest’ (Miss Buchan to contact the gentleman used at Christmas last year to see if he would be available/willing, even if only for a couple of hours). The School stall could be in the hallway and include crafts made in class, tombola/lucky dip, guess how many sweets in the jar etc.</p> <p>Entry fee/charging for drinks was also discussed and the decision was that no entry fee would be charged, but we could have a donation tin at the entrance, and to ask for a donation/minimal fee for tea/coffee/juice and mince pie/shortbread.</p> <p><u>Easy Fundraising</u> Mrs Comery asked Miss Buchan what happened to the money raised through this – Miss Buchan advised that the school receives the money in small amounts sporadically (e.g around £20 at a time) and this is used for purchases such as new books.</p> <p>Mrs Comery asked Miss Buchan if there could be a post about the app in the next newsletter to encourage people to pass the details onto family and friends to increase the money the school receives.</p>	<p>CC</p> <p>SW</p> <p>MB</p> <p>MB</p>
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10	<p><u>School Open Day</u></p> <p>This had been discussed before but Miss Buchan had been advised they were unable to promote the school, however this can be done by parents. An advert for an Open Day at another rural school in the area had been seen on social media by some parents so the topic has been brought up again.</p> <p>Whilst the school staff are unable to organise and lead such an event, they can assist if an open day is organised by the Parent Group.</p>	

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	<p><u>100 Club</u> Miss Buchan brought up the fact that the school now has less children, there may be less people wishing to take part in the 100 Club. This year 78 out of the 100 numbers are taken, but it is predicted at least 10 of these may not renew in the new year. Miss Buchan advised the running costs are now lower as they no longer need to purchase stamps to send out winnings as the money is transferred electronically. The general consensus of the group was to keep it running as it is still making a profit.</p> <p><u>Christmas Raffle</u> Miss Buchan to confirm a date for the Christmas raffle and get the raffle books ordered. Miss Buchan also to confirm date of the Christmas concert so parents have advance warning to book time off work if required.</p>	
12	<p><u>Date of Next Meeting</u></p> <p>Wednesday 11th October – Christmas Fayre meeting</p> <p>Wednesday 8th November – Parent Group meeting</p> <p>Reminder that all parents/carers are welcome to attend in person or via Teams.</p>	