

# EAST LINTON PRIMARY SCHOOL PARENT COUNCIL

## MINUTES

Chair: Mrs Ailsa Swinburne  
Treasurer: Mr Fraser Macrae  
Clerk: Mrs Lucilla Mackenzie

### **Minutes of East Linton Primary School Parent Council Held in East Linton Primary School on Thursday 16<sup>th</sup> May 2013 at 7.30pm**

**Present:** Ailsa Swinburne, Fraser Macrae, Lucilla Mackenzie, Gill Robertson, Allison Cosgrove, Kay Henderson, Jeannie Barber, Maureen Tait, Susan Kerr, Gill Gardner, Julie Ross, Rebecca Devon, Joan Bell, Nancy Bell

**1. Welcome and Apologies:** AS welcomed all to the meeting.

**Apologies:** Beth Vorkurka, Karen Murray, Cllr Michael Veitch, Gill Watson, Tasim Martin-Berg, Pauline Gilmour, Donna Tsang, Winifred Govan.

**2. Approval of Minutes of last Meeting** – Approved.

**3. Matters Arising**

- a. ELAPCM Meeting update - JB
- b. Teapots Charity – SK
- c. Parking outside on double yellow lines - It has been mentioned that food delivery vans are coming up the road in the morning. GG to do a letter for the kitchen staff to give to their suppliers

**4. Correspondence**

- a. Emails from the Parent Council email had quietened down, however, recent correspondence regarding the National Parent Forum had been circulated.
- b. Museum of Flight – AS had received tickets as a donation which can be used as a prize for something.

**5. Treasurer's Report and 50/50 Club Draw**

FM reported that there was £2,200 in the bank at the end of month with the 50/50 left to be taken out. The May Fair took £1,508.75 (excluding float) across the 15 stalls, less approximately £400/£500 or so in costs (burgers, coconuts, bouncy castle, ice cream, wine, etc.). Overall made somewhere around £1,100 profit on the day which was a great effort from everyone.

A stall by stall profit breakdown is as follows: BBQ - £150; Café - £200; Ice Cream - £3 (however, 20 free ice creams were given away and AS still has six 2 litre tubs left over in her freezer with cones to give to Sports Day; Books - £110; Raffle - £146; Tombola - £76; Lucky Dip - £78; Bouncy Castle - £10; Face Painting - £11; Tattoos - £21; Coconut Shy - £60; Uniform Thrift - £56; Wine or Water - £18; Toy Stall - £63; Human Fruit Machine - £52. Really great amount of money considering three weeks prior it was on the verge of being cancelled for lack of volunteers to help. Last year the May Fair made £750 but there had been other fund raising activities prior to it. There is now £2,400 in bank. FM suggested a thank you letter should be done. GW has in hand.

50/50 Draw: 69 - David Wakefield; 79 – Alastair Aitken; 57 – Donald Davidson.

## 6. Additional Agenda Items

- a. May Fair** – GW doing thank you letters. KH suggested putting them up in the post office. There are left overs from Toy stall and the PC had been asked if they would like a stall at the Gala, however, it was decided not to. SK has contacts who could take it to disadvantaged families instead. FM suggested SK takes all the books and toys for families and what they don't want will go to charity. Liz Dorian said she'd do a charity run. After school club has taken a few things also. AS will put out feedback sheets on each stall for PC members to comment on at the end of the meeting. It was agreed that hosting it in the school was a good idea as there was a good atmosphere. GG let everyone know that Bobby, our Janitor, came in on Saturday well before his start time and AS suggested something is donated to him as he went above and beyond what he was employed to do. It was agreed to get a bottle. RD suggested emailing all stallholders so that they could send any tips to RD to make up a document for next year. FM suggested doing that with the floats as well. **Action: GR**
- b. P7 Yearbooks** – They have been printed and a copy was passed round. KH had proof read them and it was suggested that someone should write to Gavin Duncan to thank him for doing the layout and type setting. P7's or Parent Council? AS suggested a bottle of something, or fitness class, card written by class he would appreciate – GR to find out, buy and give FM receipt. Action: GR. AC said that the Community Council had agreed to donate towards them, AC couldn't remember how much, but it is being discussed at their next meeting. This year they had been printed through the council printers so weren't as expensive. GG confirmed that they had cost £183 and look fantastic. KH to confer with AC and get cheque made out directly to the Council. **Action: GR**
- c. Playground Development and Playground Group Update/Planning** – RD confirmed that they have been making good progress. The PC had promised £200 for short term improvements and the older pupils of the children's council were given responsibility of picking what they felt would appeal to all ages - rugby balls and a giant Frisbee net in particular which have been ordered and are arriving soon. There is a plan to paint football pitch lines on the back playground and also netball court lines along with other pictures and there will be moveable goal posts. SG and TM-B are going to help with this. The deadline for the East Lothian Educational Trust up to £2000 is coming up. Coat hooks have been made for the playground made by local blacksmith. It was suggested that perhaps a free standing bicycle tyre pump could be put outside the school for all to use at a cost of £50-£80 (similar to the industrial strength one that Dunbar have put in). JB asked if we still do bicycle proficiency? Yes, a community officer is trained up and it will hopefully happen either at the end of this term or next term. Zoe has been looking into getting the badges made and the banner underway for a good price for the Giant Walking Bus Day. In the meantime, it is felt that they will get on with what is in the pipeline just now and then have another think next session. AS suggested some working parties for parents only.
- d. Teapots Charity** – SK reported that they are an East Lothian based charity who brings art therapy to sick children. It is a great way to help take children's minds off having blood taken, being given treatment, medication, etc. They are looking to raise awareness and also funds to open it up so that everyone has access to it. They would appreciate fund raising but need feedback from children in schools as to what the children think would work. They are looking for a pilot school and could possibly come in to tell the PC

more about what they do. AS suggested that she read through the information and pass it round before making an educated decision. GG reported that the school is already working with the Lynton Centre but although it is good to have a plan they can be spontaneous if something special turns up. FM suggested a charity in Kenya that he and his wife have been involved with. They are starting a project with a school there doing scientific surveys on metre grids of seashore. GG would love to get involved with an overseas charity and could share findings comparing coasts in different countries. It is something to look into. AC mentioned Campie Primary School who had been involved with Global School Funding and had a connection with Burma. AC to send FM information. **Action: AC**

- e. ELAPCM meeting** – JB attended – Very interesting talk from Steven Wray who reported on the P1 survey on Readiness to Learn, the findings showed that young boys are far less ready to learn than girls. JB wasn't sure where the findings took the authority in what we do next though. Play is very important and Berlin was mentioned as they have amazing playground/resources, etc. Darren Nightingale reported that there are problems getting supply teachers, not enough applicants coming forward. Recruitment for all class teachers is done across East Lothian not individually per school. GG explained that she has to interview for applicants to be on a preferred list. From the preferred list a school can then pick someone appropriate and ask them in for an informal interview before requesting them. However, the applicant may have had requests from other schools and they can choose where they go. PC members are not required for interviewing class teachers, only for specific posts. Some applicants do want to be on the preferred list and on supply list. Don Ledingham was absent from the meeting. Audrey Cameron of Dunbar Primary School is keen to do some kind of Cluster event involving their PC and ours. Next meeting on 13<sup>th</sup> June. AS/JB to liaise on who can go. **Action: AS/JB**
- f. Clerk Vacancy** – LM is standing down as Clerk and this will be her last meeting. AS thanked her. GG to ask Audrey to send out an email to everyone advertising the post. LM to ask Laura Muir at the Council if the post is to be advertised. **Action: GG/LM**
- g. Teapots** – Two have been ordered. Will decide next meeting what else needs to be bought.
- h. Forward Planning for Next Session** – Playground development main thrust for next year. Improving sound and light in the school hall, comments made from May Fair about noise. GG confirmed it would have to be done through the Council. Need more than just curtains, they need to absorb sound, expensive, limit to what can be done but it is possible but very expensive. Can't get grants. We don't have enough to do this. GG confirmed numeracy is the main priority over something like the hall. RD suggested computers. GG reported that the staff ones are about to be replaced and the Council are looking at renewing the children's ones as either notebooks or tablets. These will be replaced by the Council and won't cost the school anything. FM suggested gathering ideas for where we want to go next year to bring to the next meeting, outdoor classroom, grants, etc. Ceilidh, disco, quiz – perhaps look at different ways other than May Fair – Ceilidh, disco, quiz.
- i. Fundraising Events** - What type of fund raising events should be put on for next year? AS requested that this be put on the Agenda for next meeting – FM suggested picking dates now and AS suggested different events like a disco, ceilidh or quiz. These had been talked about this year, but

unfortunately nothing pursued. AS suggested putting dates on the Dunpender website so that dates don't clash with other events.

## **7. Head Teacher's Report**

- GG took 10 pupils to the opening of the Visitors Centre at Torness Power Station. They had an amazing tour and the children were on the 6pm STV news this evening. GG was complimented on the manners of the children and their behaviour while they were there and she said that they were all a credit to the school and their parents.
- UNICEF - To become fully rights respecting a school works through three stages of the award: the Recognition of Commitment, Level 1 and Level 2. GG reported that the school is well on its way with the Recognition of Commitment and hopes to get to Level 1 soon.
- Staffing – Mr Baptie has unfortunately left to take up a long term, full time job. But a really experienced supply teacher is coming in until the end of term. Then GG will have to try to find the right person for a couple of days a week.
- JR has finished and graduated from the Number Academy. Congratulations and well done to her. It meant a huge amount of work outside of school and she has presented what she has learnt to the staff.
- On Tuesday there will be self-evaluation work at 11am – please get in touch with GG if you can help/attend.
- P6's have chosen their own P7 hoodie for next year. They will be blue with East Linton P7 on the front with the children's names inside the P7. They are made by WRAP (who use recycled products) are ethically sourced and done by Patricia Bewsey at Fenton Barns. She also has a supply of uniforms left over from when she supplied the school in the past and is an alternative supplier. Parents can get in touch via <http://www.garmentprinter.co.uk/>.
- Reading and Spelling – the feedback from the staff is that the children are enthusiastic, it is easier to manage and they are keen to see if there has been an improvement. So far the children are scoring higher each week since they changed. FM asked why it wasn't used from P1 and only brought in for the older children.
- Video for Treasure Island – KH asked where money went and GG confirmed it all went to the company, the school didn't make anything on top.
- Class Lists - FM asked when the class lists were being published for next year. GG confirmed it had been on the newsletter and that on Monday 17<sup>th</sup> June all children will meet their new teacher and a letter will go home in their school bags confirming which class they will be in.

## **8. Date of next Meeting – Tuesday 18<sup>th</sup> June 2013**

Lucilla Mackenzie  
Clerk to the Parent Council  
Lady Eleanor's Cottage  
Whittingehame, EH41 4QA  
Tel: 01368-850780  
Email: [lucillamac@msn.com](mailto:lucillamac@msn.com)