

## East Linton Primary School - Parent Council

### Extraordinary General Meeting

27<sup>th</sup> September 2018

**Present:** Lyn Jardine, Deborah Stitt, Evie Tait, Claire Stewart, Lorna Park, Sarah Jane Nichol Tompson, Tara Wright, Lottie Brown, Nancy Bell, Emma Burke, Leigh Robieson-Cleaver, Bea Taylor, Jane Perkins, Brian Whitson (Outgoing Treasurer)

**Also in Attendance:** Gill Gardener (Headteacher)

**Apologies:** Lucy Daniels, Kirsty McKerrow, Kirsteen Roberts, Trace Ward.

#### Business

##### 1. Acceptance of Class Representatives

Gill chaired the start of the meeting to formally accept class representatives as per attached. She highlighted that there were a couple of gaps.

##### 2. Appointment of Office Bearers

The following Officer Bearers were duly appointed:

Lyn Jardine & Trace Ward agreed to Co-Chair with the proviso that they conduct a review of the PC during the next few months to ensure that it is working as best as it can. Some members agreed to find out what was in place in other Parent Councils and feed back as soon as possible.

Jane Perkins agreed to take on the role of Treasurer and will arrange a handover with Brian Whitson to include new signatories etc.

Next meeting of Parent Council arranged for 14<sup>th</sup> November – 7pm

##### 3. Other business

Members were keen to get an event organised as soon as possible to highlight that it is worth having the PC in place and that 'many hands do indeed make light work'. The Halloween Party was agreed for Friday 26<sup>th</sup> October. Party planners are Evie (hall booking), Leigh, Lorna and Gill (flyer and tickets and discuss disco availability with one of the parents). Everyone else also agreed to seek decorations.

It was agreed that aim to have a mix of events/fundraising across the year and to use the next meeting to plan a calendar of events for 2019. This could form a rolling calendar that would make things easier to coordinate in future.

As part of reviewing the overall workings of the Parent Council it was agreed that Lyn email everyone to ask for each member to volunteer to be part of one of the following sub-groups to share the work.

- Constitutional/Operational Review
- Events
- Fundraising
- Playground

Meeting also discussed childcare arrangements. Agreed to ask for 2 people to volunteer to oversee kids in the gym if required for the next meeting but to review timings/childcare arrangements as part of the review.