

# Crawforddyke Parent Council (Crawforddyke Helping Hands)

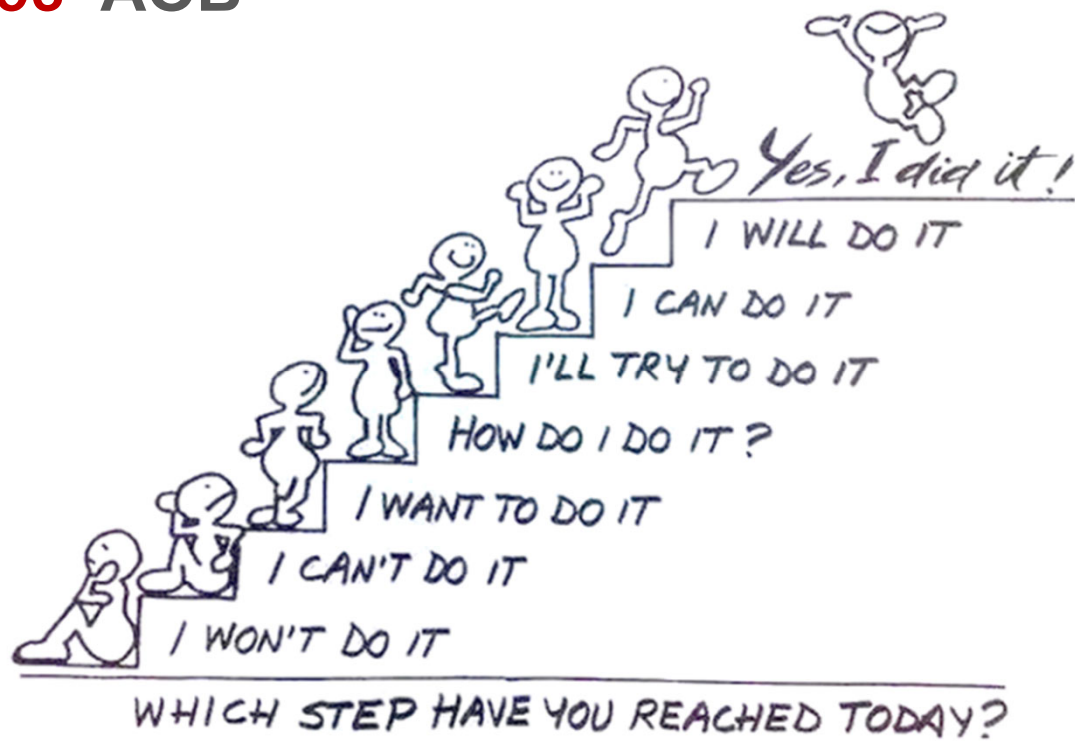
## AGM

### 3rd September 2019



# Agenda

- 01** Welcome / Intro
- 02** AGM Formalities
- 03** Chairperson Report
- 04** Treasurer & Fundraising Report
- 05** Headteacher Report
- 06** AOB





# 01 Welcome / Intro

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## What we do.

- The main aim of the Helping Hands (the Parent Council) is to **help the school operate as a successful school and to try to represent all parents/carers.**
- There is **an important role in improving links between all parents and the school**; the Parent Council should report to parents at least once a year (at the AGM) but it is good practice to do this on a regular basis.
- Make sure that **parents get the information they need in an accessible way and that the school staff gets feedback on parents' views.**
- Discuss any issue that's of interest to parents, including school policies on such things as bullying, sexual health and relationships education, homework and school uniform.
- **Work jointly with the school to set up / support extra-curricular activities and after-school clubs.**
- **Represent parents' views** to the education authority and others on those issues that are of concern to parents, pupils and staff with an awareness of equality and fairness.
- The Parent Council are **involved in the recruitment of new Headteachers and/or senior staff.**
- **social and fundraising activities**





## 02 AGM Formalities

## 02 AGM formalities

- Apologies – Irene Waller
- Chair Report
  - Minutes / Actions from last meeting (May 2019) – updates / items outstanding
  - Member updates / recruitment
  - Fundraising focus & spending





# 03 Chair Report

# 03 Chair Report - Action Plan

Activity Register							
Project/Activity:	Parent Council Activities	Owner:	CD				
Date Modified:	12 03 2019						
Item	Function	Action/Work Package/Activity	Priority	Owner	Deadline	Status (Open, ongoing, closed)	Comments
1	Events	Work Method Statements for all fundraising events	Low	AL	16 08 2018	Ongoing	These will detail all information to plan and carry out events. Andi will update these after each event
3	Admin	Members - personal details forms to be completed	Low	LM		Ongoing	Still awaiting completion of some member forms / ongoing as new members join
5	Marketing	New People - welcome letter, intro to PC	Medium	LM	16 09 2019	Ongoing	(Benefits, who we are, our achievements etc.), Personal details form (do they want to be a member ?) / feedback form
9	Marketing	Events or attendance at school event's	Low	ALL		Ongoing	Monitor numbers and attend events to target new members
23	General	Road and P1 Entrance	High	LM / School		Ongoing	Communication regarding issues, a poster would be created asking parents / carers to consider others around them and contact made again with the council. 14/11 - Meeting to be arranged with E Logan. Meeting held 21st Jan and output shared - ongoing liaison with council
24	Marketing	Attending Nursery Forums	Low	SM	Continuing	Ongoing	Shona has volunteered to attend Nursery Forum groups, where possible, to share HH activities and news
27	Fundraising	Sponsored Bounce Voucher Prize	LOW	ALL	31 1 2020	Open	Decision to be made as to how/if a gift voucher is offered at the next sponsored bounce
28	General	Car Park Safety	Medium	AL/CB	31 06 2019	Open	Andi and Colin to pursue erection of signage in car park pertaining to safety issues/concerns





# 03 Chair Report – Road & P1 entrance

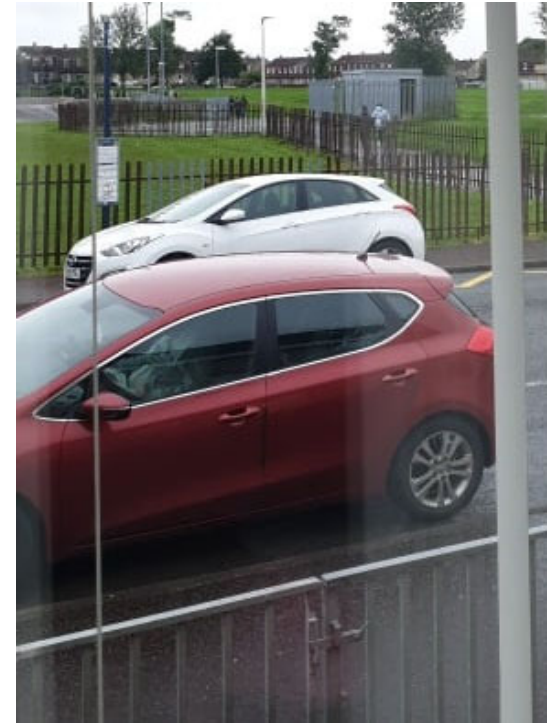
## Update from Council

### Crawforddyke Primary School Road Safety - Engineering Measures

The following commitments were made in conjunction with the School Travel Plan / meeting with Parent Council

Measure	Progress	Timescale
<b>Relocate 20's Plenty Signs to junction of Glencoe Road</b>	Instruction issued to contractor	To be complete by end of September
<b>Relocate Vehicle Activated Sign on Eastfield Road</b>	Instruction issued to contractor	To be complete by end of September
<b>Provide School Keep Clear markings at pedestrian entrance to school on Eastfield Road</b>	Instruction issued to contractor	To be complete by end of September
<b>Review arrangements on Glenafeoch Road</b>	Instruction to paint School Keep Clear markings issued to contractor	Completed
<b>Carry out traffic survey on Glenafeoch Road</b>	Complete (results below)	Completed





## 03 Chair Report – Road & P1 entrance

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# 03 Chair Report – Road & P1 entrance

## Traffic survey results

Glenafeoch Road 24 hour speed survey carried out on Thursday 20<sup>th</sup> June 2019

Total number of vehicles - 1476

Mean speed - 30.6mph

85% speed - 38.5mph

These above results have been forwarded to Michael McNulty, Road Policing Division and **speed limit enforcement has been requested.**

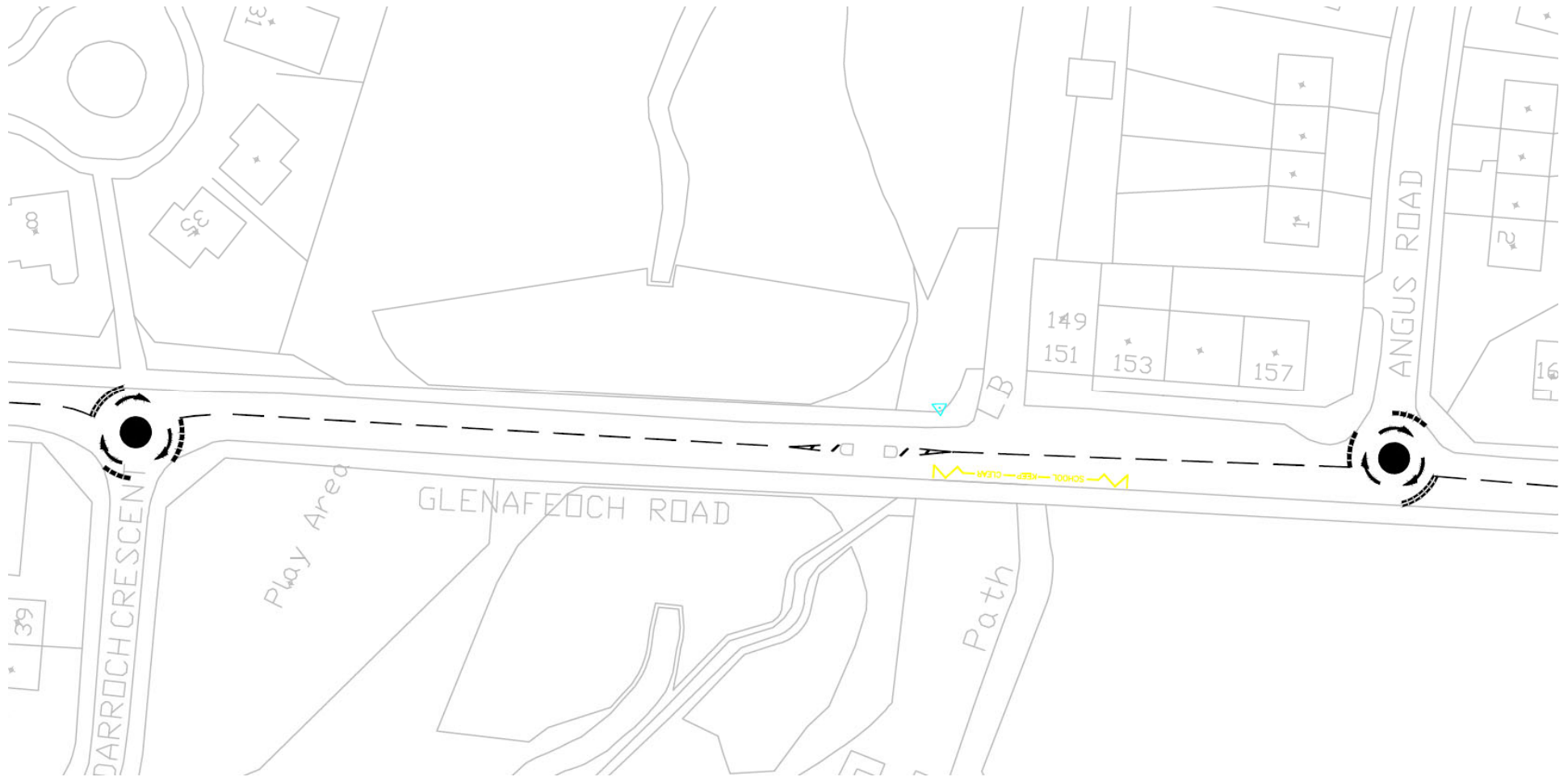
## Additional measures

Glenafeoch Road - Due to the recorded vehicle speeds, **consideration is being given to replacing the existing give way junction controls at Parkandaroch Crescent and Angus Road with mini-roundabouts.** This will reduce traffic speeds as drivers on all approaches to the junctions will be required to slow down and be prepared to give way to traffic.

Should this be implemented, a further speed survey will be undertaken once the roundabouts are in place and if vehicle speeds are reduced sufficiently a part-time 20mph speed limit will be introduced on Glenafeoch Road. In the event of speeds not being reduced, other measures such as horizontal traffic calming (road narrowing/priority vehicles) will also be considered.



# 03 Chair Report – Road & P1 entrance



# 03 Chair Report

Successful 2019 Christmas Fair

Discussions / **Actions taken forward with Council** to review 'Safety of our children'

Free Valentines disco - 'Sharing the Love' – Whole School

**£4000 donated to school** – incl £100 per class donation

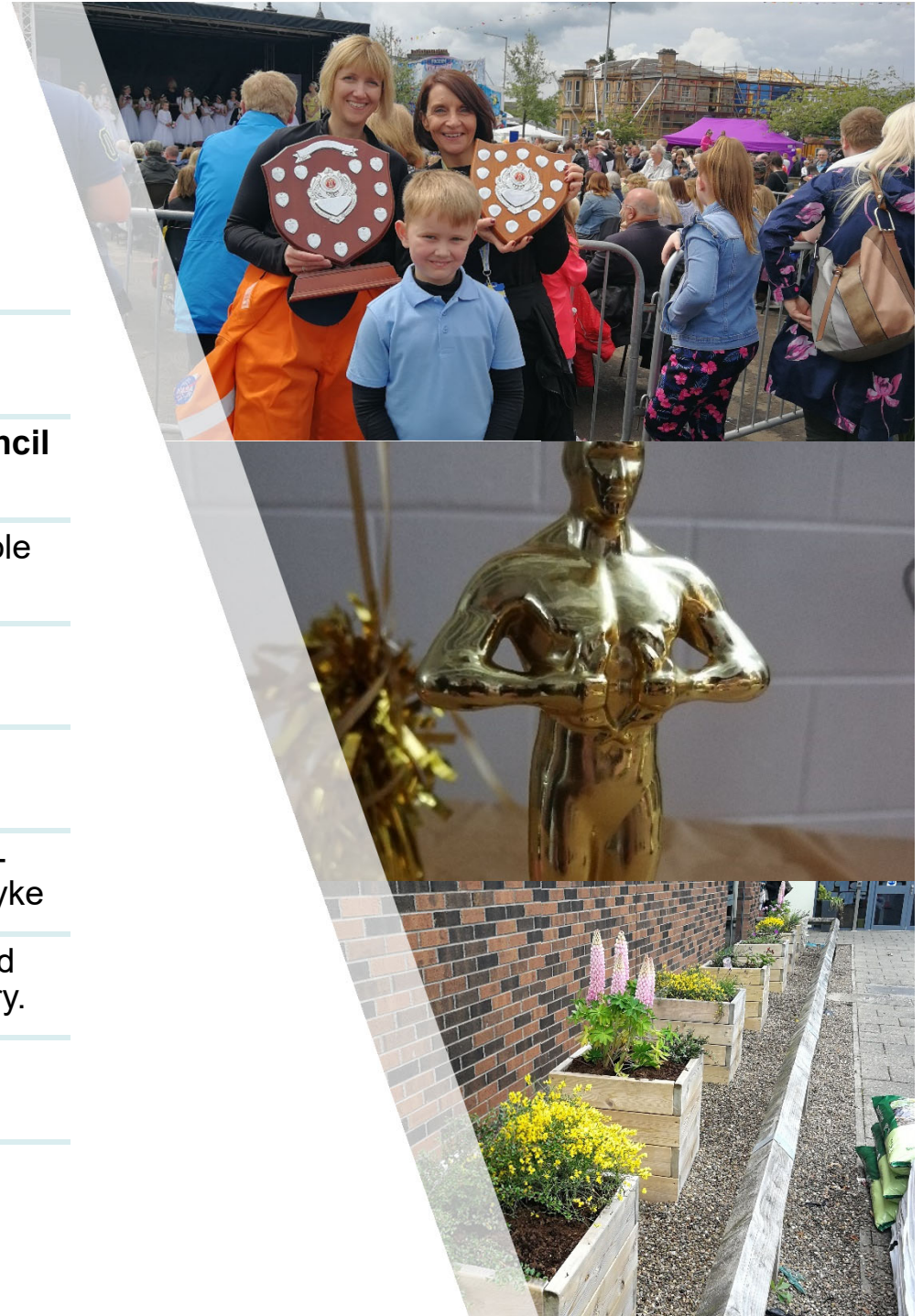
Fantastic Sponsored Bounce event

Secured **grant from Dobbie's Garden Centre** - supporting gardening and planting at Crawforddyke

Gala - day success!; Nursery - Hugh Miller Shield for Runner up & Best on the move for the Primary.

Parent Council Awards

P7 Keepsake Picture Frame



## 03 Chair Report – Member updates / recruitment

- Members stepping down – Pamela Boyle / Angela Campbell
- Fundraising Coordinator & support - Vacant
- New Positions – Vice Chair
- Gala Committee – continue?



## 03 Chair Report – Spending / Fundraising Focus

Funds raised helped to fund the following in 2018/19:

- Subsidising Gala costumes
- Additional Materials for school planters (top up to Dobbies Grant)
- Apple Computer
- Books
- Sports equip / kits
- School trips / shows / Christmas parties
- Outdoor learning resources / Panels for outside classroom
- Resource materials to enhance education / Class donations
- STEM resources
- Crawford the Star & Mossy Merchandise
- P7 keepsakes
- Mossy Costume



## 03 Chair Report – Spending / Fundraising Focus

Funds have already been put to good use this year for the start of 2019/20:

- Class resources – Stickers / star of the week notes etc.
- Wet weather games
- Outdoor Games

2019/20 fundraising focus... - Items we had on our list were:

- **Sports equip** – nothing required last year – any resources this year / sports day equip etc.
- **Follow up Mossy book**
- **Improvement to the library space** - when space becomes available through whatever happens with nursery / extension. Investing in some new library books, library seating / settings etc. to support the SIP - Reading for pleasure.
- **Playground Markings** – this was on hold re extension... can we do something now?
- **Class donation** - £100 per class





## 03 Chair Report

# Meeting Planner '19 / '20

EVENT	August	September	October	November	December	January	February	March	April	May	June
AGM		Tues 3rd									
Meeting 1 - Halloween Disco			Mon 7th								
Meeting 2 - Christmas Fair				Wed 6th							
Gala Theme					Decision on theme						
Meeting 3 - Valentine Disco						Wed 15th					
Meeting 4 - Sponsered Bounce								Tues 10th			
Meeting 5 - Gala Day / Prize Giving										Wed 6th	

### *Events - Dates to decide:*

- *Halloween Disco*
- *Christmas Fair*
- *Valentine Disco*
- *Sponsored Bounce*
- *Other events – use of free lets*





# 04 Treasury & Fundraising Report

## 04 Treasury Report - Summary

Accounts were independently audited and signed off in 1<sup>st</sup> Sept 2019

- September 2018 AGM Balance: £2,693.01
- September 2019 AGM Balance: £8,073.60  
– (Bank £7,825.90 / Petty Cash £247.70)

**Total Donations to the school: £4,000**



# 2018

## 04 Treasury Report - 2018 Transactions

<u>SNAPSHOT OF THE YEAR</u>		
<u>2018</u>		
<u>DATE</u>	<u>DESCRIPTION</u>	<u>VALUE</u>
8th Oct	Bank Balance	2161.6
24th Oct	Petty Cash Balance	469
25th Oct	Profit from Halloween Disco	623.74
25th Oct	New Petty Cash Tin Value	1092.74
5th Nov	Amount Banked (Halloween)	592.74 (New Balance £2754.34)
6th Nov	Amount Banked (Xmas Cards)	1410 (New Balance £4164.34)
13th Nov	New Petty Cash Value	500
13th Nov	New Bank Balance	4164.34
3rd Dec	Christmas Fayre Banked	4170.11 ( New Balance £8334.45)
7th Dec	Profit from Stalls into Petty Cash	188.89
11th Dec	Flowers Purchased	20
28th Dec	Interest from Bank	0.47
14th Jan	Bank Balance	8334.92
14th Jan	Petty Cash Balance	668.89

# 2019

## 04 Treasury Report - 2019 Transactions

2019 SNAPSHOT					
BANK BALANCE INFO			PETTY CASH INFO		
DATE	TRANSACTION	BALANCE	DATE	TRANSACTION	BALANCE
4th Jan	Bank Balance	8334.92	14th Jan	Petty Cash Value	668.89
5th Feb	Donation to School of £4000 Chq No.252	4334.92			
28th March	New Bank Balance (0.80 interest)	4335.72	15th Feb	Valentines Outlay	220.2
8th May	Money Banked in Cumbernauld RBS (Sponsored Bounce)	3772.9	12th Mar	New Petty Cash Balance	448.69
30th May	Cheque No.254 given to Hazel for Pictures for P7	108.45	28th April	School Let Payment as per Campbell	68.7
4th June	Bank Balance	8108.62	22nd May	New Petty Cash Balance	379.99
7th June	Cheque No.254 Cleared - New Balance	8000.17	21st Jun	Gala Day Receipts from Lesley	38.05
11th June	Cheque No.255 given to Rachel for Mossy	175	21st Jun	Payment made to AL for Gala Day outlay	94.24
13th June	Cheque No. 255 Cleared - New Balance	7825.17			
27th June	New Bank Balance (0.73 interest)	<b>7825.9</b>	1st Sept	Petty Cash Balance	<b>247.7</b>

**TOTAL AMOUNT £8073.60**