



St Bernadette's Parent Council Meeting

Minutes from Meeting on 12th December 2022

Attendees: Peter Butterly (chair), Marianne Savage, Audrey Duncan, Ann Duncan, Louise O'Rourke (online), Katie Sweeney (online), Syeda Moini, Mike Kelly (minutes), Lauren Edwards (online).

Apologies: Fr John, Emily Arthurs, Craig Beer, Nick Masterson, Joanne Harley, Rachel O'Reilly.

	Item	Action req'd
	<p>Attendees/ Apologies</p> <p>All the above people were in attendance with apologies received from those noted.</p>	
1.	<p>Minutes of Last Meeting</p> <p>Minutes from last meeting were approved and seconded. Peter to arrange for these to be circulated to parents and placed on school website.</p> <p>Updates to Minutes: Espresso – required login IDs have been sent to Class Teachers and will be re-issued early in 2023 Bank Accounts – Peter will finalise required set-up details with Louise to allow her to be added to the list of signatories Accounts Audit – following discussions between Peter, Katie and Mike it was agreed that Mike would assume the Audit role moving forwards.</p>	
2.	<p>Update by Chair (Peter)</p> <p>(i) Connect Newsletter Latest version of Newsletter has been issued. Peter encouraged everyone to review it, highlighting the following areas:</p> <ul style="list-style-type: none"> a) National discussion on Scottish Education b) Future direction of the Qualifications Authority c) National Guidance on school uniforms 	
3.	<p>Finances (Katie)</p> <p>Katie provided a brief update on the 2021 audited accounts (submitted to Falkirk Council) and account balances. Falkirk Council has identified a small discrepancy in start of Year balances (£6 difference), which has resulted in a delay in the 2021 payment being issued. This has now been resolved.</p> <p>Katie and Syeda to have follow-on conversation re Treasurer position</p> <p>Account balances</p> <p>£1,479 in main account. £2,976 in fundraising account, includes monies from sponsored Obstacle course £1,389 in 200 Club (after provision for December prize draw).</p> <p>Total = £5,845 (NB includes £1,400 ring-fenced for the Todhill Grant)</p> <p>Katie to contact Mike to initiate Audit of 2022 annual Accounts.</p>	KS

4.	<p>Fundraising (Ann)</p> <p>Scottish Shenanigans Obstacle Course – 30th November 2022.</p> <p>This event proved a tremendous success raising £1,815 for funds. Special thanks to P7 and Mrs Gallacher for organising the day</p> <p>Valentines Disco – Friday 8th February (provisional)</p> <p>DJ for this event has been identified.</p> <p>Race Night – Friday 10th March 2023 (provisional)</p> <p>Reservation made and deposit paid.</p> <p>Further planning on these events to take place early in 2023. In the meantime, Peter to contact Falkirk Council to request permission for the event to be a 'Bring your own bottle'.</p> <p>Further discussion required on alternative methods for collecting funds, including iPay, JustGiving etc. Ease of Use, Fees, transfer of monies will be considered</p>	<p>Chair to place item on future agenda</p> <p>PB</p>
5.	<p>Headteacher Update (Mrs Savage)</p> <p>School Concert</p> <p>This event was very well supported and received super feedback.</p> <p>P7 PFFA hampers, which will be used to support vulnerable families over Christmas, have been delivered to our Strathcarron partners.</p> <p>Everyone looking forward to the Pantomime (@ FTH theatre) on Friday 16th. Funding to purchase snacks for the event was approved by the Meeting.</p> <p>P7 will be Carol singing in ASDA on Wednesday 14th (afternoon) to help raise funds for their residential week.</p> <p>SumDog Subscription - Mrs Savage requested support for this heavily utilised service across the school. Approval received from the Committee.</p> <p>Todhill Grant – Mrs Edwards and Katie have updated Todhill Committee on status of our project. A response is still awaited. Further support from School Community (parent and grandparents) will be sought in the Spring.</p>	<p>Chair to place item on future agenda</p>
6.	<p>AOB</p> <ul style="list-style-type: none"> • P7 Hoodies – Peter will initiate information gathering (size, colour, names etc) for the provision of Hoodies early in 2023. Plan is to have them delivered in time for Residential course at end of March. • Nursery – Members of the Committee thanked the Nursery staff for their enthusiastic contribution to the well-being of the children this year. • Dates of future meetings were agreed as per below: <p>Tuesday 24th January 2023 Monday 6th March 2023 Tuesday 25th April 2023 Monday 5th June 2023</p>	<p>Chair to place item on future agenda</p>

Date of the next meeting: Tuesday 24th January 2023 @ 6:30pm.