

# MINUTES OF MEETING HELD

# Friends of Duns Primary School

## 04 SEPTEMBER 2018

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<b>Date of Meeting</b>	04 September 2018
<b>Subject</b>	Friends of Duns Primary School Meeting
<b>Venue and Time</b>	Duns Primary School 6.15pm
<b>Participants</b>	Julie Chalmers-Mckenzie, Morag Myers, Wanda Field, Fiona Lawson, Lesley Rosher, Jacqui Bennett, Mo Lamond, Ross Maunder, Leanne Stewart, Rachel Foy, Emma Lindsay, Julie Richardson, Lisa Johnston, Alex Johnston, Hayley Shaw de Jong
<b>Apologies</b>	Lynne Bryce, Victoria Tait, Audrey Anderson, Laura Wilkinson, Sara Steady, Debbie Knighton, Beth Thomson
<b>Chairperson</b>	Julie Chalmers-Mckenzie
<b>Minutes Prepared by</b>	Morag Myers

### Action

### Approval of office bearers

Deputy Chair – Fiona Lawson  
Lesley nominated and Julie seconded

Secretary – Wanda-Jane Field  
Lesley nominated and Julie seconded

Assistant Treasurers – Hayley Shaw de Jong and Emma Lindsay  
Julie nominated and Lesley seconded

### Chairperson's Report

Report attached.

### Head Teacher's Report

Leanne Stewart – Head Teacher presented to the group.  
This covered staffing, Localities fund, new school handbook, Mindfulness, Class reps and engagement of parents.

### Treasurer's Report and Localities Fund

Opened the year with £5740.43; secured £29000 from the localities fund, £3000 from Blackhill towards the library and £8006.71 from fundraising events. Spend this year on new playground equipment, stage lighting and the library. £8251.50 also given to the school for:

Mathletics  
Bookbug  
Laptops  
Choir Tshirts  
Ice creams on sports day  
Christmas present

We end the 2017/2018 session with a bank balance of

04 September 2018

	<b>Action</b>
<p>£1959.33. Also still £2800 localities bid money still available but an application to the council to be made to spend this. The school needs to identify something for community use that can be tied in to the playground or stage project. This money needs to be spent as soon as possible or it will be lost. Ideas for this required.</p>	All members
<p><b>Games Hall line marking</b></p> <p>To be discussed with new PE teacher as to whether to proceed with this. Wall bars should be provided but not sure. Leanne to establish and if not we could approach Windfarm for these if required</p>	Leanne
<p><b>P7 Netball</b></p> <p>Some teachers going to establish a team. Bibs and other kit could be provided by FDPS.</p>	
<p><b>Library Sub-Committee</b></p> <p>Targeting library open day of 01 Mar 2018 – also World Book Day.</p>	
<p><b>Mathletics/Bookbug</b></p> <p>P1-P3 will be using Heinemann active, P4-P7 using Mathletics. No funding required from FDPS for the licences or Bookbug.</p>	
<p><b>Items for next meeting</b></p> <p>Date for Xmas Fayre – 22 Nov - same date as HS (post meeting HS date changed). (Vicky Tait Coordinating)</p> <p>Halloween Disco – booked disco for 26 Oct however need to move to 25 Oct as function in Rugby Club</p> <p>Christmas Cards - Cards already out to classes. If back by 17 Sep cheaper pricing. (Emma Lindsay Coordinating)</p>	
<p><b>AOB</b></p> <p>Julie going to set up separate FDPS facebook page to replace emailing for volunteers</p> <p>Parent Reps – Missing 5 reps. Dojo will be used to ask for volunteers.</p>	Julie  Leanne
<p><b>Next Meeting</b></p> <p>Wednesday 19 September 2018 ca 18.15 in School</p>	All members and

04 September 2018

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**Action**

parents