**Draft minutes of the Hope Community School Parent Council AGM held at 7.15pm on Wednesday 13 September 2017 in the Hope Community School.**

**Present:** Helen Inkster (Chair), Cecily Cromby (Secretary), Kevin Denvir (Co-Treasurer)Angus Thomson (Co-Treasurer), Stephanie Stanger (Head Teacher), Andrew Drever, Melissa Lindsey, Paula Peace, Ingrid Norquay, Steve Sankey, Kate Towsey

1. **Welcome and Apologies**

Kevin Denvir welcomed everyone to the AGM.

Apologies received from, Heather Dockery, Tara Kirkpatrick, Fiona Lawtie, Trish Nicholson, Olive Rendall, Judith Scott, Nicola Taylor, Fiona Thompson.

1. **Minute of the AGM held on 14 September 2016**

The minutes of the last AGM held on 14 September 2016 were unanimously agreed. Stephanie Stanger proposed, Paula Peace seconded.

1. **Matters arising**

There were no matters arising from the minutes of the AGM of 14 September 2016

1. **Office bearers’ reports**

**Chairperson’s report for 2016-17**

Helen Inkster

It has been a year of getting to grips with the role of Co-Chair for me and learning quickly how the PC operate. I have been very fortune to have had a supportive and straight talking head teacher who has made keeping up to date with the school a pleasure. Kevin took on the role of co-chair and his experience has been very helpful and supportive. It’s Cec that should get all the glory, as she does all the hard work!

Fundraising has been a success with the Christmas concert last year being not only a fantastic production but also a money spinner! We have also raised funds through the Tesco token Scheme and the Orkney Educational Trust grant.

The parent council took over the running of the school football which was a big task but so far have managed successfully and I'm pleased to say the coaches are continuing to put in hard work. This also means we are in a much better position to offer other after 5pm clubs should the need arise.

Work in progress -

Financial Support for Families

Fundraising

20s plenty

Internet Safety

There is always something to work towards but I'm delighted to say that the staff and parents seem to have a goal of providing and ensuring we continue to create a stable and safe environment for our children to learn in.

I am confident in the PC and schools ability but I’m not complacent, things are always changing and it takes work and people to ensure we are able to successfully take on the next year and see this year’s outstanding items through.

Thank you for all your hard work and time over the last year.

Helen Inkster

13 September 2017

Kevin Denvir

The PC is not just about the school - It's about our whole community and our way of live. What we value and what we believe. It's important our school and PC reflect these values and we all contribute to creating and maintaining a healthy resilient community that gives our children the best possible experiences of childhood, learning and school life.

The school has been through a period of rapid growth and change and it's encouraging to have such a committed and talented staff across the entire school workforce.

There's clear and robust evidence which highlights how outcomes for our children is greatly improved by the engagement of parents in both their children's learning and the wider school experience. Being involved with the PC is one way increasing your engagement and helping your children see the value of both school and community.

There are some committee members who now have their eldest children in P7 and will no longer be able to serve on the parent council next year. This gives an opportunity for new blood to join the council either for this year, or as a way of preparing to take on a role in 2018/19. It's never easy to put your name forward for a host of reasons so the current PC would like to make it as easy as possible to participate without feeling pressured to take on a specific role. If any parent is even tentatively interested in getting more involved you will be warmly welcomed. It is not a big undertaking as meetings are usually once per term and our well run school means there is not a high level of involvement in the school matters. More minds give us more helpful and creative ideas that can guide and support the school in improving the experience of our children. Speak to any PC member or contact the school for more information.

Kevin Denvir

13 September 2017

**Secretary’s report for 2016-17**

Four meetings of the Hope Parent Council have been held since the last AGM: 14 September 2016, 9 November 2016, 1 February 2017 and 26 April 2017 with an average attendance of 10.

There has been a decline in attendance during this period – the average attendance for 2015/16 was 15.

19 parents, 4 members of staff, 5 parents/staff and 3 councilors receive PC meeting agendas, minutes and updates by email. The minutes and agendas are also posted on the school website with a link from the Parent Council Facebook page, which currently has 64 members.

It would be great to increase the number of parents involved in the Parent Council, especially in light of the decline this year, so please can you all encourage parents, particularly those new to the school, to come along to the meetings and/or sign up for regular email updates.

I am happy to continue to act as secretary for the next academic year and will stand down at next year’s AGM as I will no longer have any children in the school. The role of secretary is not onerous and I would encourage anyone interested in taking on the role next year, or this year if preferred, to go for it**!**

Cecily Cromby

13 September 2017

**Treasurer’s report for 2016-17**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Paid out (£) | Paid in (£) | Balance (£) |
| Bank Account | Opening Balance as @11Aug16 |  |  | **3,395.30** |
|  | Income |  | 1,012.90 |  |
|  | Expenditure | 1,855.49 |  |  |
|  | Closing Balance as @7Jul17 |  |  | **2,552.71** |
|  |  |  |  |  |
|  |  |  |  |  |
| **Income Breakdown** |  |  |  |  |
|  |  |  | Paid in (£) |  |
| OIC |  |  | 313.40 |  |
| Christmas Raffle |  |  | 540.00 |  |
| Hope Primary Shool Bags (x10) |  |  | 59.50 |  |
| OIC  |  |  | 100.00 |  |
| **Total** |  |  | 1,012.90 |  |
|  |  |  |  |  |
| **Expenditure Breakdown** |  |  |  |  |
|  |  | Paid out (£) |  |  |
| Ukulele for A Beams |  | 88.20 |  |  |
| Book bag equipment |  | 226.46 |  |  |
| Paint for buddy bench |  | 22.77 |  |  |
| OIC small soc lottery fee |  | 20.00 |  |  |
| Melisa Lindsay - Netballs & bibs |  | 55.24 |  |  |
| Trish Nicholson-Doughnuts |  | 15.60 |  |  |
| Melisa Lindsay - Halloween balloons |  | 5.00 |  |  |
| Sarah Wood-Library |  | 332.27 |  |  |
| Birsay Farmers - High Vis |  | 216.00 |  |  |
| Hope School-Pe Equipment |  | 136.40 |  |  |
| The Old Trading Post-Sweets Halloween |  | 75.50 |  |  |
| Sarah Wood-Book Reimbursement |  | 33.89 |  |  |
| We Frame It Ltd- Spray can remount |  | 24.46 |  |  |
| B Douls & Son-Tea & Biscuits |  | 86.77 |  |  |
| Richard Buchan-Football Course |  | 45.00 |  |  |
| Glen Grange-Football Course |  | 45.00 |  |  |
| Roy Mills-Football Course |  | 45.00 |  |  |
| Andy Whyte-Football Course |  | 45.00 |  |  |
| Sarah Wood-Book Reimbursement |  | 52.68 |  |  |
| Ryan Findlater-Football Course |  | 45.00 |  |  |
| OIC Stationary Supplies |  | 159.25 |  |  |
| KT Sports |  | 80.00 |  |  |
| **Total** |  | **1,855.49** |  |  |

Angus Thompson

13 September 2017

The accounts were approved by Ingrid Norquay.

**Election of Office Bearers**

**Secretary**

Cecily Cromby advised that she would stand as secretary for a final year if there were no other interested parties. No other interested parties were identified and Cecily was duly re-elected.

**Treasurer**

Angus Thompson advised that he would stand as Treasurer for a final year if there were no other interested parties. No other interested parties were identified and Angus was duly re-elected. Kevin Denvir advised that he would be happy to assist Angus in his role as Treasurer with a view to possibly taking over the position next year.

**Chair**

Helen Inkster advised that she would stand as Chair again if there were no other interested parties. No other interested parties were identified and Helen was duly re-elected. Helen advised that she was now confident in the role of Chair and was happy to act alone in this position.

1. **Any other business**

**Increasing membership and attendance at meetings**

Members discussed the need to increase membership of the Parent Council and improve attendance at meetings. Members agreed that they would promote involvement in the Parent Council by speaking with fellow parents and discussed the possibility of holding an information stall at parents evening.

Andrew Drever advised that the St Andrews Parent Council hold an ‘End of term review’ each year during which the AGM is held. The event is held in the school hall and also involves music and a wider picture of school achievements throughout the year. The event attracts a large number of parents and therefore a wide audience for the Parent Council to reach. Members discussed the possibility of holding such an event at the Hope School.