

# Douglas Primary School Parent Council AGM Minutes

Friday 14/11/2025 2pm

1. Present: Suzanne Hughes, Emma Spurlock, Cat Mitchell, Emma Cronin, Chantal Schofield, Fiona Menzies, Michelle Burnside, Debbie Finlay, Rory Stuart, Gordon McGregor, Katrina Buckley.

Apologies: Amy Pollock, Vicky Rankin, Claire Adair, Aoife Mooney, Heidi Stickland.

Welcome to all – especially our new members and visitors.

2. Headteacher update:

- Staffing is stable with no changes. Mrs Hill is taking a 1 year career break so her absence will continue.
- The budget is a bit tight, but should cover the trips and essential materials and the good news is that the PEF will continue to 2026 academic year. This enables the continuation of the additional support from Mrs Law and Mrs Van der Kaars.
- The improvement planning is going ahead with staff training focussed on improving writing. Interdisciplinary learning will be implemented (led by the student voice) in January.
- Christmas - Nativity is decided, planned and children are starting to prepare. School parties are planned and a whole school trip to the cinema is happening this year. Note that funds for the whole school trip next year will be needed.
- Miscellaneous: PVG for key roles in the parent council would be beneficial due to changes around safeguarding. Can the PC run a tuck for the nativity – yes in the evening session. Think about ICT funding as the projectors and C-touches haven't been replaced since the school opened and the bulbs are obsolete and can't be sourced. This would be 6 classes + ICT suite.

Treasurer:

- Records are ready to audit. Over last year total in £26,491.13, out £28,580.84. Our current balance is £23,109.58 however there are several payments to go out including more than £19k for the outdoor development (drainage and path), £2k for nursery outdoor learning and for afterschool clubs. This will leave £1077.09.
- Our banking is a bit outdated with RBS as we cannot bank online. We should investigate a better option to allow online banking and change the signatories on the account from Heidi Stickland and Yvonne Williams – agreed that Emma Spurlock and Cat Mitchell should be new signatories.

Chair:

- Nothing to add specifically just to thank everyone for their hard work. Over the past year we ran many successful events which have enhanced the pupil experience, engaged families and raised money.

### 3. Voting for committee positions for coming year.

- Chair: Emma Spurlock remaining in place.
- Vice-chair: Rory Stuart remaining in place.
- Secretary: Emma Cronin remaining in place.
- Treasurer: Cat Mitchell replacing Claire Adair. Nominated Emma Cronin, Seconded Chantal Schofield.

### 4. Funding:

- Update of funds applied for: Received £19k for outdoor development, Foundation Scotland. Received £500 for transport to swimming lessons, Tesco Community grants. Received £3k in an anonymous donation. Applied for £500 for replenishing the outdoor clothing from Alpkit Foundation, Applied for £500 to Corra Foundation for Christmas gifts for families in need. Applied to Renewable Energy Fund for funding to cover the residential trip for next 3 years. Applied for £500 to Community Fund, but they published incorrect dates which meant our application was submitted late and therefore not considered for most recent round (can apply again for next round).
- Gordon McGregor, ODL Forest Project, is currently contracted via the funds received to do a feasibility study on the outdoor learning area and path to access the river from school grounds. He gave a presentation (which will be circulated) on his charity, role in this project and experience. We will remain in touch as the project progresses and consulted on any proposed plans.
- Katrina Buckley, Healthy Valleys, new Community Development Officer. This role covers Douglas and Glespin and is there to facilitate and support the community to develop. Examples of ways in which she can help are: advising on funds and resources, contacts with other local groups, working on general transport for Clydeside, how to utilise St. Brides, improve community communication via a quarterly newsletter (1<sup>st</sup> edition to be published soon so we will advertise the Christmas Fayre).
- Potential funding sources and projects. Key places to find funding for are ICT, transport and the ongoing outdoor development and if possible find a source of funding which is not tied to a specific project but can be used for the current need in the school (we used to get £5k from Hagshaw each year, but this has changed). Need to get on top of the timings and requirements for all the windfarm sources and it would be good to speak with the parent councils from the other schools in the windfarm funding area. If we can come up with common issues we may be able to apply

together or enact some changes in the way the money is distributed or applied for.

5. Christmas Fayre Plans. We ran out of time to fully discuss this, but plans will be made via the WhatsApp group and, if needed a quick online meeting.

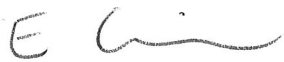
6. AoB

A handwritten signature in cursive script, appearing to read 'E Spurlock'.

Signed: Emma Spurlock (Chair)

A handwritten signature in cursive script, appearing to read 'S. Hughes'.

Signed: Suzanne Hughes (Headteacher)

A handwritten signature in cursive script, appearing to read 'E Cronin'.

Signed: Emma Cronin (Secretary)

