



Meeting:	School Fund Meeting		
Date & Time:	Thursday 21 st September 2023		
Location:	ICT Suites		
Attendance:	JD, SR, NF, SD, VM, RE	Apologies: KL	Action
1)	Welcome		
	JD welcomed everyone to the meeting.		
2)	SR shared the Committee Member Declarations with the committee and asked them to sign confirming they had read the SF procedures.		
	SR informed the group that the Constitution had been signed by JD, KL and SR.		
3)	Minutes		
	<ul style="list-style-type: none"> JD went over action points from the previous minutes – KL has completed all. 		
	<ul style="list-style-type: none"> JD queried MT request for 4 hanging mics for the assembly hall. SR to speak to KL to find out what happened with this. 		SR/KL
	<ul style="list-style-type: none"> RE enquired as to why there were 3 different project codes for Comrie Croft – Comrie Croft Dep, Comrie Croft 22 and Comrie Croft 23 – SR to see KL to clarify this. 		SR/KL
4)	Account Update/Balance Transfers		
	<ul style="list-style-type: none"> DofE grant project (11) still have £1492.01 to be spent. JD & KL met with leaders on 20.09.23. 		
	<ul style="list-style-type: none"> SD will arrange for balance of £138.42 to be spent from Outdoor Education (9). He also informed the group that DofE are due money back to Outdoor Education – amount to be determined – so once this has been transferred back this will also be spent. 		SD
	<ul style="list-style-type: none"> VM will forward and order to SR for the remaining funds for the primary playground to be spent, projects 8 & 30. 		VM
	<ul style="list-style-type: none"> CERN – SR to check income and expenditure for the CERN visit as there is still a balance of £1398.70. JD noted that funding was to be received from Taymouth Castle – was this received. SR to check with KL. JD also stated that the school subsidised money towards this trip so it could be that the outstanding balance should be transferred to GR. 		SR/KL
	<ul style="list-style-type: none"> NF enquired about the profits from Oliver. SR explained that the final expenditure is yet to be deducted but we don't anticipate the final figure being overly high. 		
	<ul style="list-style-type: none"> Transfer of £635.50 from P7 Bags to General Reserve – agreed. 		SR
	<ul style="list-style-type: none"> Jumper 22 £269.00, £134.50 to be transferred to GR and £134.50 to Save the Children – SR to write a cheque – agreed. 		SR
	<ul style="list-style-type: none"> Primary Charity Day £270.00 to be sent to Wear it Pink – SR to write a check – agreed. 		SR
	<ul style="list-style-type: none"> Coffee Morning £104.65 to be sent to CRY – SR to write cheque – agreed. 		SR
	<ul style="list-style-type: none"> VM will check with KW regarding the breakfast monies (project 28) to see 		VM

what suggestions staff had made with regards to spending funds and whether any orders have been put together.	
<ul style="list-style-type: none"> SD requested that Enchanted Grant (project 6) funding now be used for Sarah Matthews as opposed to Gillian Arnott for minibus training – agreed. 	SR
<ul style="list-style-type: none"> SD will arrange for £126.70 (project 7 – Basil Death Grant) to also be spent. 	SD
<ul style="list-style-type: none"> SR to check with KL regarding the remaining funds from Man City 22 visit (project 19) 	SR
<ul style="list-style-type: none"> £152.00 was raised from the Man City Raffle – SR to check the charity this was raised for and to organise a cheque to be sent – agreed. 	SR
<u>School Fund Requests</u>	
<ul style="list-style-type: none"> Gemma Mowat/Roger Clark requested £382.80 for Lego Set and £160 for Competition Entry fee – approved. 	SR
<ul style="list-style-type: none"> Sam Thorne/Eve-Marie Shore - £100.00 for music for Christmas concert – approved. 	SR
<ul style="list-style-type: none"> Sam Throne/Eve-Marie Shore – £50.00 School ensemble badges – approved. 	SR
<ul style="list-style-type: none"> Katie Chamberlain - £70.00 for baking supplies for lunchtime club – approved. 	SR
<ul style="list-style-type: none"> Katie Chamberlain - £300.00 for branded containers – denied. 	SR
<ul style="list-style-type: none"> Katrina Wallace - £102.00 for specific sensory equipment – denied. 	SR
<ul style="list-style-type: none"> Anna Seward - £275.00 for contribution to bus to Dundee Science Centre - £175.00 approved. AS to raise the additional £100.00 through voluntary contribution. 	SR
<ul style="list-style-type: none"> Lucy Hunter - £212.10 for book bags and books for nursery pupils going to school – denied. 	SR
<ul style="list-style-type: none"> Lisa Forrester - £200.00 for games/activities for ASN pupils to use at lunchtime – approve. 	SR
<ul style="list-style-type: none"> Susan Rudie - £100.00 for plastic recycling project for lunchtime tech club – approved. 	SR
<u>AOCB</u>	
No items raised.	
JD thanked everyone for attending and closed the meeting.	

Distribution:
Mr Devine
Mrs Leighton
Miss Rutherford
Mrs Marshall
Mr Douglas
Mrs Ferguson
Mr Edwards

Signed:

Rutherford

Date:

21/09/23