

**MIDLOTHIAN COUNCIL  
EDUCATION**



**healthyschools+**  
Edinburgh and Lothians  
Stage One 2007-2010

LASSWADE PRIMARY SCHOOL  
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## LASSWADE PRIMARY SCHOOL – PARENT COUNCIL MEETING – MON 24 Nov 14

### MINUTES

#### **Present:**

Ingrid Buchanan, Sharon Connelly, Steve Clark, Jill Doyle, Lynn Hill, Kirsty Malley, Gilly Marshall, Leigh Millar, Ann Morrison, Lynsey Stevenson, Alison Reid, Lauren Gilchrist,

#### **Apologies:**

Gwen Lewis, Julie MacBeath, Barry Phillips, Lesley Scott, Jacqueline Small, Stevie Small, Karen Smith,

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#### **MINUTES OF PREVIOUS MEETING**

Accepted as accurate.

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#### **FUNDRAISING**

**Christmas Fair** : Monday 1<sup>st</sup> December at Lasswade High School. 11 tables sold to date with another possible two. 164 tickets sold in total (86 adults, 78 kids).

School & Nursery	- school (8 tables)
Calendars	- ?
Tombola Adult & Child	- Gwen & Kirsty
Homebaking / Refreshments	- Barry & Gilly
Santa's Grotto	- Sharon
Raffle	- Pauline
Guess No of sweets / ECO Bottles	- Ingrid
Entrance	- Jill & Julie

Brass Roots playing from 6pm for 20 minutes. It was agreed that a donation of £25 would be made to them.

Reading Patron shall be signing books

**Action:**

- Sharon to submit table plan once number of tables confirmed.
- Ann to selection boxes for Santa's Grotto x 60. Confirmed £2 per child.
- Ann to bring laminated numbers for Santa
- School to provide flipchart for numbers, trays, gloves & knife
- Ann to purchase shortbread & check number of cups & plastic bags
- Sharon to check with High School if we have access to water and an urn.
- Ann to email for helpers
- Steve to provide floats
- Stall holders to bring tubs for floats

**Christmas Cards**

Lynsey informed us that the publishers didn't want to scan all of the pictures, which was the impression that the group was under that was going to happen before orders were placed.

**Action:**

- Lynsey to discuss with publishers what can they can do, bearing in mind time constraints. Plan B would be to send out order forms without seeing the picture, which could results in fewer orders.

**Calendars**

173 orders placed to date. A letter will go out to the children with the deadline for orders being returned to school as Friday 28<sup>th</sup> November and stating that they will be available at the school fair.

**Action:**

- Ann to email Lynsey the details for the flyer
- Proofs to be available for Fair
- Steve to email Lynsey the numbers for the order

**ECO Bottles**

Order for 200 has been placed and will be sold at the Christmas Fair, Parents Evenings and to be added to the uniform order.

**Action:**

- Ingrid to produce order form
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**SCHOOL BUSINESS****Buildings**

Lesley had confirmed that the last survey undertaken was back in 2012. The councillors are willing to have another audit done. Lesley is pushing to have this undertaken in January 2015. A number of the repairs had not been previously undertaken due to the leaking roof.

**Parking**

Ann forwarded PC Huchison's submission to the councillors. There is a lot of support for the temporary closure. Councillors need to take this to the Council. Tinsel Walk Friday 5<sup>th</sup> December.

**Wildlife Garden & Grounds development**

Lynn showed the draft designs for the wildlife garden. Aim was to have low maintenance. These

will be discussed with the children either through the forum group or ECO committee. Lynn is hoping to be able to source the plants at reduced prices or as gifts in kind. Any donation would be mentioned in the newsletter and on twitter. Lynn is to come into school and discuss the plans with the group. Jill to arrange.

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### **Accounts Update**

Bank balance £3k with £315 in from the calendars. Ipad and raffle paid for.

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### **AOB**

Jill highlighted that the staff are stretched at the moment and have asked us to bear with them and put the word out. A number of vacancies are being advertised at the moment. Recruitment across Midlothian and Scotland seems to be a problem.

The number of dogs on the premises is being highlighted in the newsletter.

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**The date of the next meeting and AGM is Monday 12<sup>th</sup> January 2015**