

BANCHORY ACADEMY PARENT COUNCIL (BAPC)

Minutes of the Annual General Meeting (AGM) held on 14 September 2023, 7-7.50pm, Learning Plaza.

Present (current members): Sofi Izatt (Chair); Sarah Little (Incoming Secretary); Ruth Hutchinson (Incoming Treasurer); Rebecca Glansbeek (Outgoing Treasurer); Karen Alford; Julia Fleming; Louise Considine; Marion Fyfe; Chigo Opara; Fiona Melville; Kate Parton; Jennifer Currie

In attendance: Judith Wight (Rector); Gill Bruce (Depute Rector)

Apologies: Scott Newey; Trish Amundrud; Sophie Logue McLeod; Councillor Ann Ross; Lynne Street; Fiona Shanley

1.	MINUTES OF LAST MEETING
	The minutes of the AGM meeting held on 15 September 2022 were formally approved. There were no matters arising.
2.	PARENT COUNCIL CHAIR'S REPORT
	<p>First year without any COVID restrictions or considerations.</p> <p>One new thing coming out of COVID - online meetings and hybrid meetings. We will keep trying to find ways to make it easier for parents to join in.</p> <p>We continued the initiative started by earlier PC to invite key staff members to talk to us about various subjects concerning school. We've had</p> <ul style="list-style-type: none">• guidance teacher Mrs McIlraith about mental health,• librarian Mrs Bird about the resources available in the library,• DHT Mrs Bryce about the planned changes to the curriculum. <p>For more details on these presentations please see the minutes on the PC page of the school website.</p> <p>The PC is invited to appoint representatives to a number of working groups in school and we had four parents volunteering.</p> <p>In May we organised an Information Evening on Drugs and Alcohol which was well attended. A summary of the presentation is available on the PC page of the school website.</p> <p>In October and July, we held a school uniform exchange. Although our price policy is "pay what you want" we raised a good amount. We got further funds from a ragbag collection, the rags came mainly from Scout Jumble sale (they split the leftover clothes between the schools in Banchory and we organise for them to be collected by the Ragbag company who pay us by the kilo).</p>

In November a photographer came to take photos of students and they give a percentage of their sales to the PC.

The PC has two sets of funds:

1. an allowance from Ab'shire Council to pay for training and office material we need to run the Parent Council
2. funds we raise ourselves.

Firstmentioned is earmarked and we are accountable to the Council for how it is spent. During COVID the Ab'shire allowance has not been spent, a big sum of money was just sitting in our bank account. We started looking for a good cause to spend it on. Our eyes fell on the school library. Our thinking was the money could potentially benefit every student in school.

The second category we can spend in accordance with the objectives of the PC; to encourage and support parents to get involved with their child's learning. We interpreted this to include uniform items for newly arrived Ukrainian students.

We also gave a small thank you-gift at the end of the year to the staff who have been helping us in a very direct and practical way during the year; the reception and the janitors.

Three office-bearing parents who have tirelessly worked for the PC for a number of years have stepped down from their offices - Alison Smart, Trish Amundrud and Rebecca Glansbeck. We extend a heartfelt thank you to them for keeping the PC going and thank you Rebecca for staying on as a member and institutional memory.

3. **FINANCIAL REPORT**

BANCHORY ACADEMY PARENT COUNCIL – ANNUAL ACCOUNTS YEAR END 31 JULY 2023 STATEMENT OF RECEIPTS AND PAYMENTS

Receipts

04/Oct/ 2022 Uniform Exchange	£ 73.85
21/Nov/2022 Tempest Photography	£510.79
24/Jan/2023 Funds received form Aberdeenshire Council	£499.65
17/May/2023 Rag to Bag	£100.00
06/July/2023 Uniform Exchange	£216.00
	£1400.29

Payments

02/Dec/2022 Ukraine uniforms	£134.00
24/Feb/2023 Library Donation	£500.00
12/June/2023 Sarah Little – Info Evening Expenses	£35.00
24/July/2023 Ruth Hutchinson – Leaflet Printing	£20.00
	£689.00

	Surplus (Deficit) for the year	£711.29
	STATEMENT OF BANK BALANCE AT 31 JULY 2023	
	Opening Balance	£1401.91
	Surplus (Deficit)	£711.29
	Closing Balance	£2113.20
	Notes to the accounts for the year ended 31 of July 2023	
	The PC decided to give the four janitors and the receptionists a small thank you gift, for all their support in assisting us with the uniform exchange. The purchase of £56.00 was made with the donations from the uniform exchange, no money went through the bank.	
	1. The parent council was set up in 2007 under the provision of the Scottish schools (parental involvement) and 2006.	
	2. Under the terms of the act of the local authority is required to provide each of its parent councils with a budget to allow it to discharge its duties. The budget is to cover:	
	a) Administrative expenses	
	b) Expenses for travelling its members	
	c) Other outgoings in carrying out the functions assigned it by or by virtue of the Act.	
4.	APPOINTMENT OF MEMBERS 2023/24	
	The appointment of the following Office Bearers was approved:	
	<ul style="list-style-type: none"> ● Chair: Sofi Izatt (continuation) ● Secretary: Sarah Little (new appointment) ● Treasurer: Ruth Hutchinson (new appointment) 	
	The following members would continue into the second year of their current 2-year appointment:	
	<ul style="list-style-type: none"> ● Louise Considine ● Sophie Logue McLeod ● Rebecca Glansbeek 	
	The following existing members had indicated a desire to retain their membership and their re-election for a further 2-year period was approved as follows:	
	<ul style="list-style-type: none"> ● Scott Newey 	
	The following new members were confirmed:	
	<ul style="list-style-type: none"> ● Karen Alford ● Marion Fyfe ● Chigo Opara ● Fiona Melville ● Kate Parton 	

	<ul style="list-style-type: none"> • Jennifer Currie • Julia Fleming • Fiona Shanley
	Approval of the above completed the appointment of the Parent Council for 2023/24, with 15 places filled (the maximum number of parent members is 16, minimum 3).
	Sincere thanks were extended to the outgoing Secretary, Trish Amundrud; outgoing Secretary Alison Smart and outgoing Treasurer Rebecca Glansbeck.

5.	UPDATES TO THE CONSTITUTION
	The Chair presented changes to the current Constitution which were discussed and agreed. The new Constitution document was approved and will be made available to all Parent Forum members via theSchool website.