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**St Dominic's RC Primary
 Early Learning & Childcare**
 Broich Road
 CRIEFF
 PH7 3SB

ST. DOMINIC'S RC PRIMARY SCHOOL
 School Fund Committee Meeting

☎ 01764 657 800 (Primary)
 ☎ 01764 657 865/6 (ELC)

LOCATION: St. Dominic's RC Primary School
 DATE: 07 June 2023

✉ St-Dominics@pkc.gov.uk
 🌐 <https://www.stdominics-primary-crieff.org.uk>
 🐦 [St Dominic's, Crieff \(@StDominicPS\) / Twitter](https://twitter.com/StDominicPS)

PRESENT:

Chairperson - Elizabeth Hunter (EH)
 Treasurer - Alice Crowley (AC)
 Committee Member - Dawn MacGregor (DM)

APOLOGIES:

Committee Member – Sheila McGregor (SM)

Number	Item	Owner
1	Welcome	
2	Previous Minutes The Minutes of the previous School Fund Committee Meeting held on 29 March 2023 were agreed by all members.	
3	Review of Previous Actions (6.A) Discussed the shelter which remains unactioned and a communication was sent 30/03 regarding repurposing the money to instead create a mud kitchen in the back playground. A mud kitchen was kindly donated by a parent from the school. We are looking for one more mud kitchen to be donated/purchased and for pots and pans to add to this. A further communication to be sent requesting these items as no objections received. (9) AOB – School Menu DM has obtained pupil feedback and will be sharing this information with Tayside Contracts.	AC & DM May DM June

Number	Item	Owner
	<p>(5.A) General Fund – LCPF Grant</p> <p>The final paperwork was submitted and the grant approved to receive the last instalment of £1000 which has covered the purchase of the Poly tunnel and accessories. Invoice and receipts have been received and reimbursed to Cindy.</p>	AC Complete
	<p>(5.B) SCIAF & Mary's Meals</p> <p>Following the final Lenten Fundraiser and ELC's Fair Trade Afternoon tea, classroom boxes; a total of £455.15 was raised and donated to SCIAF in May. Thank you again to all our families who supported St Dominic's during our Almsgiving fundraising events.</p>	AC Complete
	<p>(5.C) CRF Xmas Lights</p> <p>Crieff Lights last informed AC in November 2022 that due to removal of trees from the Town Square and changes to some of the surrounding buildings usage they have lost many of the lights which the children used to switch on.</p> <p>Communication sent 30/03 regarding re-purposing the funds to purchase Christmas lights for the School instead. AC to obtain Christmas lights quote as no objections received.</p>	AC – August
	<p>(5.E) OD Learn Play</p> <p>The balance of £255.64 will be used to replace some of the outdoor boxes that were damaged in the storms last winter. Any surplus will go towards mud kitchen, accessories and doll house furniture for the outdoor fairy gardens. The drainage problem underneath the trim trail cannot be improved.</p>	DM – August
	<p>(5.F Disco/Party)</p> <p>Currently showing as a deficit due to three bookings made for discos with CeeCee's Entertainment for Wednesday 28th June, October and June 2024 for a discounted price.</p> <p>There will be an entry fee of £1 per child. ELC – P3 to attend 4 - 5:30pm and P4 -P7 pupils 5:30 - 7pm).</p> <p>This will all be reviewed following the upcoming June disco.</p>	ALL – June
	<p>(5.H Christmas)</p> <p>This deficit is due to the Pantomime deposit. AC to set up parentpay item after October holidays.</p>	AC – October
	<p>(5.I Year End Trip)</p>	

Number	Item	Owner
	<p>No longer showing as deficit as parentpay item created in April and most payments have been received. AC currently liaising with new families to the school for consent and payment.</p> <p>(5.J P7 Trip)</p> <p>EH to organise P7 Residential meeting with parents in August.</p> <p>(5.K Awards)</p> <p>Sacrament certificates, lapel pins, sports day medals and assembly certificates have all been purchased. AC to purchase Head Teacher stickers.</p> <p>(5.N EDINA TRUST)</p> <p>Mrs Gibson successfully completed a Science bid and a £400 grant was received. There is a remaining £33.29 of this grant left to spend on science equipment before end of June due to difference in prices due to VAT. AC to remind class teacher.</p>	<p>AC – Complete</p> <p>EH August</p> <p>AC – June</p> <p>AC – June</p>
	<p>6. ADJUSTMENTS TO PACKAGE</p> <p>Move income and expenses from General to Pilgrimage for Education Mass</p> <p>Move £8.70 from General to P5/6 Stirling trip to cover deficit.</p>	<p>AC – Complete</p> <p>AC – Complete</p>
	<p>7. AOB - Bingo Tea Fundraiser</p> <p>The Bingo Tea Fundraiser was a huge success and we were able to help with the remaining funds required for the Blair Drummond trip as well as cover the entry fee to the Dundee Science Centre and Tayside Contracts packed lunch dinners for Education Mass.</p> <p>Thank you to all the families and members of the community who attended and supported our Bingo Tea. As well as a big thank you to the staff and parent helpers on the night - in particular Miss MacGregor who gave up her free time on the holidays preparing the prizes!</p>	<p>DM - Complete</p>
	<p>AOB - Thank you Cards</p> <p>DM designing notelet cards to be used throughout the school year to thank people for their donations etc. These will be ordered on completion.</p>	<p>DM - Complete</p>
	<p>AOB - Christmas Orders</p> <p>Artwork to be prepared in September and orders placed in October. Feedback from some parents requesting a second</p>	<p>ALL STAFF - September</p>

Number	Item	Owner
	<p>sheet to send home and parents choosing which design they prefer to order?</p> <p>AOB - Committee Update</p> <p>SM to resign from Committee Member post and will be absent from next meeting. A new appointment will be sought in the new school year.</p>	<p>ALL STAFF - August</p>
4	<p>2022/23 Update</p> <p>N/A</p>	
5	<p>School Fund Package Balances as at October bank statement:</p> <p>A. General Fund £2970.06</p> <p>This includes:</p> <ul style="list-style-type: none"> - £750 anonymous donation received into bank account. - £600 donation towards the construction of mud kitchen in the back playground. <p><u>Projected income:</u></p> <p>AC to check bank statement that LCPF Grant of £1000 has been received into bank account. Invoices have been received from Cindy and paid.</p> <p><u>Projected expenditure:</u></p> <p>£1440 Education Mass Transport</p> <p>£600 mud kitchen donation – a communication was sent to the parent/family community. There were no objections. Further discussion and another mud kitchen, mud kitchen accessories and doll house furniture for a fairy garden in both the front and back playground was suggested. AC & DM to look into total spend for this.</p> <p>£6.99 Reimbursement to DM for notelet cards for the school</p> <p><u>Balance of £1923.07 on receipt of LCPF grant.</u></p> <p>This means the emergency funds have been reinstated in order to help subsidise trips for families who require financial assistance.</p> <p>B. SCIAF & Mary's Meals £0</p> <p>All donations have been passed on to Mary's Meals and SCIAF. Finance have stream lined the process for online donations via credit card payment request process. As the previous process</p>	<p>AC June</p> <p>AC & DM August</p> <p>AC June</p>

Number	Item	Owner
	involved contacting the charities each time to confirm their bank details which resulted in delays due to length of response time.	
	C. PP Charges £1.84 These are reimbursed as and when invoices are received from PKC.	
	D. CRF Xmas Lights £86: EH to price Christmas lights for the front of school.	AC/EH August
	E. OD Learn Play £316.05: As well as the mud kitchen etc mentioned above. AC to reimburse DM £30.28 for the purchase of HI-VIS jackets to enable parent helpers/support staff to be easily identifiable on excursions etc	AC - June
	F. Disco/Party £-228: This deficit is decreasing due to purchase of entry tickets and will continue to do so. AC liasing with families who have overpaid to check if a refund is required or if they wish to leave overpayment as a donation to school funds.	
	G. Pilgrimage £326.08: To receive Tayside Contracts invoice for the packed lunch dinners for Education Mass.	AC - June
	H. Christmas £-186: This deficit is due to the Pantomime deposit. AC to set up parentpay item after October holidays.	AC – October
	I. Year End Trip £46.68: AC liasing with new families to provide consent and payment.	AC - June
	J. P7 Trip £0: EH to meet with P7 parents in August. The Parent Council have kindly paid for the ice-cream for this year's P7 trip. The P7's are travelling by public transport to Comrie Croft for the Trash Free mountain biking experience.	EH - August
	K. Awards £283.25: The Parish has reimbursed the School Fund for purchase of Sacrament certificates.	
	L. P6 SKI TRIP £0:	

Number	Item	Owner
	<p>All refunds have been completed.</p> <p>M. P7 CLASS HOODY £18: As some sizes were more expensive, an average price was calculated to ensure all pupils were paying the same price. The remaining balance will be carried over to next year, for anyone experiencing financial hardship.</p> <p>N. EDINA TRUST £28.55: Mrs Gibson successfully completed a Science bid and a £400 grant was received. There is a remaining £28.55 of this grant left to spend on science equipment before end of June due to difference in prices due to VAT. AC to remind class teacher.</p> <p>O. P5/6 STIRLING £0:</p> <p>P. CROSS COUNTRY £0:</p>	AC - June
6	<p>Adjustments Required to School Fund Package N/A</p>	
7.	<p>AOB</p> <p>Sports Day Ice-Lollies AC to chase up arrangements for ice-lollies on sports day. To be reimbursed by Canon Shields.</p> <p>PC Historic Funds AC to price up future Healthy Hearts Week Initiative and additionally as PEF will not cover Magda this year, AC to obtain pricing for Spring term next year as both ELC and Primary enjoyed their sessions with Magda last year. EH to obtain staff's suggestions/preference of purpose of funds. DM to collate pupil feedback. All information will be presented to PC at AGM in September.</p>	<p>AC - June</p> <p>AC/DM/EH August</p>
<p>Date of Next Meeting The next meeting will be held in September</p>		