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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: 29 March 2023**

✉ [St-Dominics@pkc.gov.uk](mailto: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)
- Committee Member – Sheila McGregor (SM)

**APOLOGIES:**

N/A

Number	Item	Owner
1	<b>Welcome</b>	
2	<b>Previous Minutes</b> The Minutes of the previous School Fund Committee Meeting held on 18 November 2022 were agreed by all members.	
3	<b>Review of Previous Actions</b>  (6.A) Discussed the shelter which remains unactioned and perhaps repurposing the money to instead create a mud kitchen in the back playground. AC to issue a communication to parents/carers and DM to obtain a quote for a mud kitchen.  (9) AOB – School Menu CYPAD has been rolled out and a new menu will be available to order from next term. Including increased portion sizes for P5-P7. The new menu is for another year. DM to create laminated feedback charts to obtain each class's opinion on the menu at the end of each lunch over the 4-week menu. This information will be collated and email to Tayside Contracts.	AC & DM May        DM Apr-June

Number	Item	Owner
	<p>(5.A) General Fund – LCP Fund Grant Poly tunnel and accessories purchased for and received in February. Thank you to Mr Maclver, Kate, Craig, Beth and Mrs Hunter who helped construct the poly tunnel.</p> <p>(5.E) OD Learn Play Football goals purchased via PECOS in December for £238.20. Fun Football Friday raised £113.18. The shortfall to cover this purchase was used from this project code's balance.</p> <p>(5.J) P7 Trip All funds were received and the Residential trip was successful.</p>	<p>AC Complete</p> <p>AC Complete</p> <p>AC Complete</p>
4	<p><b>2022/23 Update</b> N/A</p>	
5	<p><b>School Fund Package Balances as at October bank statement:</b></p> <p><b>A. General Fund £2803.39</b></p> <p><u>Included in this income is:</u></p> <p>The Parent Council (PC) and St Fillan's Parish's kind contribution of a third each of the cost for Education Mass transport.</p> <p>AC is no longer a named member on the PC and is donating her yearly clerk fee to the school fund.</p> <p>PC's reimbursement for last year and this year's homework bag orders.</p> <p><u>Projected expenditure:</u></p> <p>£1440 Education Mass Transport</p> <p>£600 donation towards the construction of mud kitchen in the back playground if agreeable by parent/carer community.</p> <p>£612.69 (£387.31 of £1000 spent so far on materials and replacement jacket) from the LCPF grant to be used on the playground mural.</p> <p>AC to contact Cindy for an invoice and receipts for purchases. The wall is to be painted in the next term.</p> <p>Once complete, EH to submit paperwork in May in order to receive the remaining £1000 installment. This will cover the £919.49 used to purchase the poly tunnel, accessories and any shortfall to Cindy should the remaining balance above not cover the expenses of this project.</p>	<p>AC – April</p> <p>EH - May</p>

Number	Item	Owner
	<p><u>Balance of £150.70</u></p> <p>If the LCPF Grant is successful, the general balance will increase to £1150.70</p> <p><b>B. SCIAF &amp; Mary's Meals £0</b>  The Advent Porridge Mornings raised a total of £320.15. This was donated to Mary's Meals, who was running a 'double the love campaign', whereby donations received before 31<sup>st</sup> January were doubled.</p> <p>Lenten Porridge breakfast mornings, ELC's Fair Trade Afternoon Tea and classroom boxes; have all been raising money for SCIAF as part of our Almsgiving. The last Porridge breakfast being on Friday. Following this a donation will be made to SCIAF.</p> <p>Thank you to all our families who have supported St Dominic's during Advent and Almsgiving fundraising events.</p> <p><b>C. PP Charges £0</b></p> <p><b>D. CRF Xmas Lights £86:</b>  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>Discussed re-purposing the funds to purchase Christmas lights for the School instead. AC to send communication to parents and carers.</p> <p><b>E. OD Learn Play £255.64:</b>  Thank you to Kate Clements from Blythwood Shoe Box Appeal for suggesting that St Dominic's RCPS receive a £500 donation. £472.19 of this has been spent so far.</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 and looking into the drainage problem underneath the trim trail, as this appears to flood very easily in the wet weather.</p> <p><b>F. Disco/Party £-390:</b>  Currently showing as a deficit due to three bookings made for discos with CeeCee's Entertainment for Wednesday 28<sup>th</sup> June, October and June 2024 for a discounted price.</p>	<p>AC - April</p> <p>AC - August</p> <p>DM - August</p>

Number	Item	Owner
	<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> <p><b>G. Pilgrimage £0:</b></p> <p>As noted above in the general section, the School, Parish and Parent council will each contribute a third (£480) towards the cost of the Education Mass Transport.</p> <p><b>H. Christmas £-186:</b></p> <p>Christmas fundraising generated an income of £3347.05, expenses were £1767.59. The remaining profit has been used to subsidise the Blair Drummond School Trip and the ELC Fun Day In. The deficit is due to the booking fee for the Travelling Pantomime on Wednesday 20th December 2023.</p> <p>Feedback from the children and staff was sought prior to making this booking and everyone was very positive and agreeable to the same arrangement. An alternative Travelling Pantomime was also consulted for a comparison; however, they were almost double the price.</p> <p>AC to set up parentpay item after October holidays.</p> <p><b>I. Year End Trip £-692.82:</b></p> <p>Showing as a deficit as no income has been received to date.            £1029.50 Blair Drummond Entry (£7.25 x 142 pupils)            £1140 Coach Hire for Primary            = £2169.50            Less £1468.55 (Christmas fundraising income to spend on Primary)            = £700.95  <b>Less Parent Contribution to remain the same @ £3 x142 = £426</b>            = £274.95 left to raise at Bingo Tea</p> <p>AC to send communication with updated statement to parents and carers and set up parentpay item for trip.</p> <p><b>J. P7 Trip £0:</b></p> <p>The Primary 7 Residential to Dalguise was successful. All funds received and invoices processed accordingly. EH to meet with Cluster schools in May to decide on next year's residential location.</p> <p><b>K. Awards £283.25:</b></p> <p>Income received for this from Tempest Photo Commission to purchase Sports Day medals, certificates, and class stickers.</p>	<p>ALL – July</p> <p>AC - October</p> <p>AC - April</p> <p>EH - May</p>

Number	Item	Owner
	<p>The Parish will reimburse the School for purchase of Sacrament certificates.</p> <p><u>Planned Expenditure</u></p> <p>Lapel pins sourced and ordered for children receiving the Sacrament of the First Holy Eucharist.</p> <p>AC to place an order for Sports Day Medals after the Easter holidays. These are currently being advertised at the same price as last year.</p> <p>Certificates and Head Teacher stickers running low, AC to place an order after the Easter holidays.</p> <p><b>L. P6 SKI TRIP £20:</b></p> <p>The children only received one opportunity per class to participate in skiing. There is one refund remaining to process.</p> <p><b>M. P7 CLASS HOODY £18:</b></p> <p>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><b>N. EDINA TRUST £56.64:</b></p> <p>Mrs Gibson successfully completed a Science bid and a £400 grant was received. There is a remaining £56.64 of this grant left to spend on science equipment before end of June. AC to remind class teacher.</p> <p><b>O. P5/6 STIRLING £-17.30:</b></p> <p>A deficit due to one child being unable to attend and one payment still pending. This led to discussions of refunds. In future we will clearly communicate that we are unable to process transport or pantomime refunds as calculations are based on a full complement attending.</p> <p>Entry fee refunds may be possible where the Supplier invoices based on number in attendance on the day.</p> <p>Additionally, a further consideration is ParentPay charge PKC £15 to initiate refund process.</p> <p><b>P. CROSS COUNTRY £0:</b></p> <p>To further reduce the cost of the school day, we were fortunate to share a coach with Muthill PS; which reduced the cost to £90 per school. All payments were received and the invoice processed.</p>	<p>AC – April</p> <p>AC - May</p>

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6	<p><b>Adjustments Required to School Fund Package</b></p> <p>Move £1440 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 – April</p> <p>AC - April</p>
7.	<p>AOB</p> <p><b>Thank you Cards</b></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><b>Bingo Tea Fundraiser</b></p> <p>DM has made posters to advertise in the community. Any surplus funds raised above the amount required for the Blair Drummond trip will be used towards Healthy Hearts Week.</p> <p><b>Christmas Orders</b></p> <p>Artwork to be prepared in September and orders placed in October. Feedback from some parents requesting a second sheet to send home and parents choosing which design they prefer to order?</p> <p><b>Committee Update</b></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>DM</p> <p>DM</p> <p>ALL STAFF</p>
<p><b>Date of Next Meeting</b></p> <p>The next meeting will be held in June.</p>		