



Perth Grammar School
With Pride - We Respect - With Ambition - We Strive

Perth & Kinross Council
Education & Children's Services
Perth Grammar School

Minute of the School Fund Committee on 13 November 2024

Location: HT Office
Time: 12.20pm - 1.00pm

Present: Fiona Robertson (FRO), Scott Jewell (SJE), Lynsey Coull (LCO)

Apologies: Sam Lewis (SLE), Lesley Greig (LGR), Corrie Simon (CSI), Mark Walker (MWA), Nicola Marshall (NMA)

BUSINESS ITEMS	
	Minutes from last meeting
1.	Trips process There has been a review of the trips process. Looking to tighten up on smaller trips as this is where we get larger numbers of pupils not paying.
2.	Perth Grammar Community Trust FRO received paper confirming closure. FRO to keep this paperwork.
3.	Aviemore trip All balances paid so now in a position to start refund for pupils who attended this trip. £13.37 per pupil.
4.	Glenshee Trip Shortfall of £10 on the Glenshee trip to be covered by General.
5.	S1-S3 Disco 2023 Money These funds will go towards costs associated with the next school disco 2024. Next steps are to order the food etc for both BGE Disco and the SP Ceilidh.
6.	Scottish Rugby Trips This is in progress and money still coming in. Well organised by NMA.
7.	Minibus charges SJE confirmed that we will be recharging other schools/departments for our minibus use going forward.

Actions			
1.	Tanzania Refund VAT back to individuals who purchased a hoodie.	LCO	13/11/24
2.	Speak to SLE re: purchasing food for the BGE Disco and SP Ceilidh.	LCO	29/11/24
3.	Complete Aviemore trip statement and refunds.	LCO	23/01/25