



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 28 April 2022

Location: HT Office
Time: 11.40am - 12.10pm

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

Apologies:

	BUSINESS ITEMS & ACTIONS	Actioned by	Date
	Previous meeting actions (updates)		
1.	<p>General ledger There has been larger expenditure than normal. Some credit card requests have been mis coded and these will be re-charged. NPLQ costs have come out of school fund and are still awaiting to be refunded from the Community trust. 08/09/21 SJE/Office to check this has been done 01/10/21 Still investigating 08/12/21 Still investigating 28/04/22 Settled in previous financial period.</p>		
2.	<p>Community F Update 16/09/21: left over money would get put into this fund and it went towards buying uniform etc for kids who couldn't afford it. Update 06/10/21: FRO agreed to purchase a range of uniform items (shirts, tights, leggings, skirts) for Guidance to keep. Office to purchase and give to Guidance. 08/12/21: LCO will progress this and get an order raised for spare uniform. 28/04/22: Spare uniform was purchased and has already been used. FRO confirmed that Attendance money can be used for buying more uniform and if a running log of costs Pupils and SIMD info can be kept. LCO will work with TDA to organise this. Action to find out what Community Fund money is for. As per minutes from 16/09 - this fund is money that can also be used for pupil's uniform.</p>	LCO	29/6/22
3.	<p>D of E - check that ECR is running D of E this year and advise her that she has money to spend. 28/04/22 - ECR and RKN are getting D of E up and running and looking for volunteers. CMA to check with LED for her contact.</p>	CMA	29/6/22
4.	<p>Florida 2022 - tbc if trip is going ahead. Update 16/09/21: Meeting happening with FRO and MCO before Oct holidays to decide if trip going ahead. Update 06/10/21: FRO and MCO meeting 1st week back to make a final decision re: the trip.</p>		

	08/12/22: Decision made to cancel trip due to ongoing COVID restrictions. SJE to speak to MCO and LCO will coordinate the refunds back to pupils. 28/04/22: Trip cancelled, and all refund completed.		
5.	Wallace trust - SJE believes this was Mike Farrell's money for German trip? To be investigated. Update 16/09/21: This money was donated to the school by Mrs Wallace, and it is to be used towards school trips for pupils who cannot afford to go. Application forms did exist. Mike Farrell was involved with this. Need to investigate further. Update 06/10/21: SJE creating a new trip approval process and will build this in. CMA to send SJE the previous Wallace application form. 08/12/21: SJE has received the application form and work on the new trip approval process is underway. 28/04/22: It was agreed to clear the money from project 10 (Fundraising £3.00) and 28 (Poetry books £19.50) and transfer this money to 25 (Wallace Trust) It was discussed that SLT will be made aware of Wallace Trust money for trips but to be used as a last alternative. SF Committee agreed to clear the outstanding balance from Crannog Sep 21 Trip (31) Theatre Dec 21 (32) and Perth Panto (33) from the Wallace Trust.	LCO	29/6/22
6.	School Fund Committee agreement to sponsor Eilidh Davies home top and boots as she plays for Hearts Women's team. School Fund to pay for both and the Community Trust to pay into School fund for either the top or boots. Update 19/11/21 - £350 paid from School Fund for Eilidh's sponsorship. PGS Logo now on Hearts website. 08/12/21: £350 came from School Fund. FRO will discuss paying half of this from the Community Trust at their next meeting. 28/04/22: School Fund paid for the full amount.		
7.	PP Charges - FRO queried why these are in a negative balance. LCO agreed to double check with JFO in Finance.	LCO	29/6/22
8.	The climbing wall inspection took place. It was agreed when the invoice comes in for the safety upgrade then the money in school fund for the climbing wall will be used to go towards this. 28/04/22: the above action didn't happen as it was too expensive so money in school fund didn't cover it and it came from DSM. CMA confirmed that he and RKN are both still trained on the climbing wall. The money left will go towards the next inspection.		
9.	The Aviemore project still has money left over. LCO agreed to make MWA aware as this can go towards the next Geography trip.	LCO	29/6/22
10.	LRC project 13 outstanding balance of £1.44 to be moved to the General pot.	LCO	29/6/22
11.	SF Committee agreed to combine the German Exchange (12) and Spain 2019 (22) and make this Modern Languages money. LCO to make changes and make GJA aware.	LCO	29/6/22
12.	EY Foundation money was for headphones that never arrived during lockdown so the £706.40 (30) is available for IT purchases for pupils in the future.	SJE	
13.	It was agreed that the £51 left for PGS face masks can go towards school ties or snoods.	LCO	29/6/22

	28/04/22: It was agreed that this money can be transferred to the General project.		
14.	Cycle Project - FRO to email ASP re: plans to use the money for the SCQF cycle courses and bikes	FRO	29/6/22
15.	Book next meeting for early next term in August. Include AAR, GGI, SLE & SPA. FRO to email PT's to make them aware of the invitation that will be coming through.	LCO& FRO	29/6/22