

Parent Council Meeting

26.11.25

7pm-9pm

Hyndland Primary School

Attendees: Dorian Grieves (chair), Roz Laing Jackson (P5), Julie Wynn (Deputy head), Helen Brown (Head teacher), Ahmed Subed (P2), Sam Fredriksen-Freer (P1 & Secretary), Nina Bristow (P3), Despo Pentara Gale (P1), Jack Mata (P1), Susan Keeson (P5 & Treasurer)

Apologies: Rina Semba (P4)

Minutes

Agenda item: Senior Leadership Team

Presenter: Helen Brown

Discussion:

- Recording of meetings was discussed, as a way of making the minutes available more quickly and efficiently,
- Although they can see the value in electronic transcribing, it is not appropriate for Parent Council Meetings. Concerns were raised about consent and GDPR.
- Parent Council Meetings are a safe space for parents and teachers to discuss matters, which is needed in order to have open discussions and push actions forward and there are concerns people may not feel they can be as open if they are being recorded. SLT would like to ask that the meetings follow the same tone and continue to have minutes typed up, rather than recorded.
- It was agreed that we could improve the process of distributing the minutes from meetings, especially by making them available sooner and recording actions.

Festive Events

- Festive festivities are in full swing, there have been over 50 people who have signed up for the winter decorations.
- Due to PVG requirements the school have had to look at how they run events, to ensure they comply with the new regulations for example P1-P3 will not be allowed to go home straight after the xmas show, they will be released at 15:15.
- The x-mas Fayre is scheduled for the 16th December (13:15-15:15), the fayre is a particularly busy event, and they are asking for opinions on how they can make it less busy. Discussions on whether it should be split into P1-P3 and P4-P7 and stagger the stock, how to create more space.
- Discussed that those with PVG's maybe able to help
- Advised that the captains will be doing the raffle and approaching local businesses for donations that can be used as prizes.
- The classes are all singing Xmas songs and they are thinking of making a QR code that you can scan which will play the recording.
- The Parent Council festive disco will take place on the 12th December. There has been issues with Partick Burgh Halls, so Despo contacted the councillor. Despo received a call from the venue advising that they will be giving us the venue for free and waiving the £184 fee.

School Photos

- In the past the school have used 3 different companies, 1 of the companies is Colour photo who have been in contact asking if the school would like photos.

- There were discussions on whether class photos or individual photos would be preferred or alternate every year between the two.
- There might be volunteer photographers that would be happy to take photos and offer a digital copy to keep the prices down for parents, as they have been very expensive in previous years, approx. £25 for 3 small photos.

Acting leads.

- The following members of staff are currently acting up as head of departments:
- Kate Kitson (Primary 2), Anna Timms (Primary 1) and Fiona Baptista (Primary 4).
- It was noted by the parents that there has been good communication from the new leads.

Outdoor Classroom

- Sadly the outdoor classroom has been condemned by GGC.
- The roof has shifted and is unstable due to storm damage and vandalism (not our school pupils)
- Helen arranged for another opinion to see if it can be repaired but unfortunately it agrees that it needs to be condemned.
- There is temporary fence around the classroom. Helen has been given more time to get an independent opinion on whether it can be repaired. If it is to be condemned then a business case will need to be prepared by the school for GGC.
- Jack has kindly volunteered her partner to come and assess the damage as a buildings surveyor.

Conclusions:

- **Process needs to be put in place for distribution of minutes.**
- Staggered approach (P1-3 and P4-P7) was looking like the easiest option.
- Explore moving the green screen photo booth to create space as this takes up a lot of room in the hall.
- A poll should be sent to parents to establish what their preference would be for school photos.
- If class room is condemned it needs to be removed, this maybe something the playground surveyors can advise on.

Action items	Person responsible	Deadline
<input checked="" type="checkbox"/> Ask PVG holders if they can help with winter Fayre	Sam	Enter deadline here
<input checked="" type="checkbox"/> Delete transcription from google drive	Despo	
<input checked="" type="checkbox"/> Create an action log that is part of a rolling agenda.	Sam	
<input checked="" type="checkbox"/> Send a Poll to parents for school photos.	Helen	
<input type="checkbox"/> Obtain an up to date price list from colourprint.	Helen	
<input checked="" type="checkbox"/> Jac to ask her partner to come and assess classroom	Jac	

Agenda item: PVG's Update

Presenter: Sam

Discussion:

- We now have 10 people who have received their PVG's for the Parent Council, there are a further 5 that should be confirmed within the next 14 days. There are still 3 others that are at stage 1 or waiting for ID to be provided so we can submit the application.
- If anyone knows anyone that would like a PVG please feel send them Sam's mobile number.
- A lot of people have shown an interest in volunteering for the school, but have been advised that they will need a separate one that the school will need to arrange and pay for.
- The parent Council will fund 25 spaces, but discussions were had that there are some people who would be prepared to pay for their own. It was also noted that it would be cheaper for those who already have a PVG now.

- The school will put in the newsletter next week to ask what parents would like a PVG.
- Expectation for volunteers is to attend swimming trips, school trips, supervise lunch time clubs with a small group of pupils etc.

Recruitment Training

- Dorian has contacted GGC to see if they are running recruitment training for parent council members. Advised by Helen that the lead is leaving so there may be delays in responses.
- Despo advised that connect scot are a great resource and offer assistance to parent councils, and could maybe be utilised to help us get some answers.

Conclusions:

Parent council to come up with wording for the newsletter next week, stating what the expectation is and asking people to consider paying for their own PVG if they can or make a donation.

Action items	Person responsible	Deadline
<input checked="" type="checkbox"/> Wording to be created for newsletters for PVGs	Sam	Enter deadline here
<input type="checkbox"/> Chase GGC if no response.	Dorian	Enter deadline here
<input type="checkbox"/> If no response in 14 days Connect Scot to be contacted to see if they can help us find an answer regarding training.	Dorian	

Agenda item:	Financial Report	Presenter:	Susan and Dorian
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Discussion:

- Balance of £11,160.40p.
- Cheques have been received and parent quiz night money has been deposited.
- Xmas books and Hoodies will need to come out soon.
- Susan has the bank statements and it was agreed all bank statements will be uploaded into the google drive folder. #
- The account is currently with Royal Bank of Scotland which requires a double signatures.
- Bank of Scotland provide an account which would allow for online banking and you can complete double approvals online which will speed up transactions.
- Angus has provided us with links for the sound system which he recommends the cost is approximately £800.
- Discussed that it would be nice for the sound system to be in place before the xmas show, if possible.
- Jac advised that even with a sound system the issue will be the acoustics, as all of the hall is reflective. You would need to place a curtain or something similar around the walls.
- Discussions on whether crowdfunding would be suitable for the sound system and acoustics, but it was also noted that the playground is high on the agenda.

Conclusions:

- Agreed to transfer bank accounts to Bank of Scotland.
- Sound System should be purchased and we can deal with the acoustics at a later date.
- Playground would most likely be the priority for crowdfunding.
- Agree to pay for P1-P7 books

Action items	Person responsible	Deadline
<input checked="" type="checkbox"/> Susan will write a cheque for the sound system	Susan	Enter deadline here
<input checked="" type="checkbox"/> Dorian will purchase the sound system as soon as it clears	Dorian	Enter deadline here
<input checked="" type="checkbox"/> Look into what is required to change accounts to BOS.	Susan	Enter deadline here

Agenda Item	Fundraising	Presenter:	Everyone
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Discussion:

- Bake Sale for P7s raised nearly £400 for their leavers disco.
- A smaller weekly model suggested where classes take it in turns to donate cakes/ donuts etc every Friday after school, this has been proven at a school in England and brings in approx £80 a month and could maybe be considered here.
- Also discussed asking parents to set up a voluntary direct debit to the school per child if they can afford it, as local nurseries do this. Discussion that it is important to make sure parents know what the money goes towards e.g school books etc.
- Nina is happy to arrange a gambling license on behalf of the parent council.

Social Calendar

- Valentines Disco
- Girls who rock gig – a family night at the Oran Mor where a gig will take place. Jac has been quoted £700 +VAT for the venue and it has a capacity for 500 people. Would need to confirm date soon as the venue is booking up quickly.
- Pub Quiz for parents, suggested April May but informed this was a bad time for teachers due to residential trips and parents evening.
- Summer Fayre – Suggested date would be the 7th June but this may clash with Girls that Rock Gig so needs to be confirmed next time.
- Halloween Disco- Venue has been booked for PBH in 2026.
- Spring Garden Day – Hannah (P5 teacher) may want to help with this as she was organizing something similar.

Conclusions:

- Nina is authorised to proceed with the gambling license.
- Girls that Rock Gig to take place early June and to go ahead and book the venue if available.
- Confirm dates for the social calender at the next meeting.

Action items

Person responsible

Deadline

- ☒ ~~Submit application for a licence.~~
- ☒ ~~Confirm availability at Oran Mor and book the date~~

Nina
Jac

Enter deadline here

Agenda item: Playground

Presenter: Jac and Despo

Discussion:

- On the 8th December the Kompan company will be coming to assess the playground and provide a quote.
- This company have designed Corpus Christi and Jordanhill's playground.
- This is a company experienced in creating playgrounds and also ensuring playgrounds promote creative play and has features to support this.
- The quote will allow us to make funding applications as most require a quote.
- They can suggest ideas that can then be tailored to the individual needs of the school and can be completed in phases or over a 5 year plan etc.
- Helen advised that other schools have put on big fundraising events to help pay for their playgrounds as one of the schools was around £80k.
- **Hannah Elgassi** (P5) is very passionate about working with the children to make sure that their voices are heard in developments and could assist us with this.
- Advised that anything that the parent council fund will need to be maintained by the parent council as GGC will not pay for any maintainance costs.

Fence

- Dorian has drafted a letter for the environmental health agency about the lead being present on the fencing and the associated risks.
- The fence needs to be painted but this could disrupt the lead and make it air bourne which will become dangerous.
- Dorian has completed a DIY test and it came up positive, a previous test showed negative.
- A previous quote for the fence was 20k.

Conclusions:

Hold off on any work to do with the decking until Kompan have assessed the area.

Action items

Person responsible

Deadline

☒ Meet with Kompan on the 8th December

Jac
Helen

Enter deadline here

☐ Dorian to send the letter to Helen

Agenda item: AOB

Presenter: Dorian

Discussion:

- Despo attended Afty meeting yesterday and asked if Afty should be invited to the Parent Council meetings. Advised by SLT that afty used to and would be more than welcome to join future meetings.

Conclusions:

Afty should be invited to the next meeting

Action items	Person responsible	Deadline
<ul style="list-style-type: none"> • Invite Afty to the next meeting. 	Helen	Enter deadline here

To be discussed at the next meeting:

- Charity status
- Confirmation of social calender events
- The use of Whats App community