

Currie Primary School PTA AGM Minutes

Monday 22nd September 2025

7pm in person at CPS and via Teams.

In attendance:

Beth Robertson, Eilidh Dane, Susan Connachie, Jen Cowan, Laura Morrison, Puneet Gupta, Beth Wright, Sally Hourston, Susie Bass, Fiona Hamil, Catherine Colquhoun, Sarah and Chris Koo, Mark (surname?)

1. Committee update:

Welcome from Jen and introductions.

Fiona Hamil nominated Susie Bass as Co-Chair. Seconded by Beth Wright.

Susan Connachie nominated Jen Cowan for Co-Chair. Seconded by Beth Robertson.

Jen Cowan nominated Puneet Gupta as Treasurer. Seconded by Eilidh D.

Jen Cowan nominated Beth Wright as Secretary. Seconded by Puneet Gupta.

Update on PVGs:

Puneet, Beth R and Laura and Fiona H have now completed PVG process.

Question was raised re issue of PVG'ing returning helpers.

Actions:

- Only PVG'd people to be with pupils at discos – this should be noted on disco risk assessment.
- Fiona Hamil to compile a list of regular disco volunteers
- Beth W to Check Connect for advice and speak with Sarah Jackson to confirm detail in current PVG guidance.
- Sally H to contact other schools to look at what they are doing.

2. Minutes of June meeting – All action points were covered in other agenda items.

3. Plans for this term

Fun run debrief – a big success enjoyed by pupils in spite of windy weather! Sally thanked volunteers. £1280 raised in cash and bank transfers, plus potential for more to come this week.

Magic show and Halloween Discos - email sent out with application for lets included.

Kids Insight at Nether Currie on a Fri so it shouldn't impact them.

More volunteers are still needed.

First aiders – Stacey can't do the magic show.

Can we ensure there is more than one on First Aider on duty at each event?

Actions:

- Jen to confirm lets approved for dates of magic show and discos.
- Susan D can attend Magic Show as support for first aiders as well.
- Jen C and Eilidh D happy to attend first aid course. Jen to look into this.
- Fiona H and Debbie M to send out risk assessment and child protection policy.
- Room one to be used as a quiet space.
- Teacher helpers needed – v helpful when P1 teachers settle children in first.
- Posters from Julie – Fiona to send in and Sally will print them in colour/laminated and put on gate.
- FH - Posts will be on FB in a couple of weeks and put in year groups.

Bake sale – 10th October**Actions:**

- Susan to support Fiona with communication and buy any additional paper bags.
- Fiona needs access to PTA cupboard for other paper bags. (See Susie for key.)
- Allergy signage in cupboard to be put up.
- Sally to organise ten P7 helpers for two tables
- Two floats required – PG to arrange £80-£100 (lots of £5 notes £1 and 50ps).
- PG to arrange card machine. (Bank charging 2.5% for QR code payments.)
- Leftovers – last ten mins for discount to sell all baking. (Possibly for high school pupils?)

P6 Christmas Fayre

Pupils will use both halls

External stalls are not needed this year.

P6 pupils write to ask for a loan and pay back from profits.

Discussion of PTA 'Name The Elf' stall.

Second hand books last year made approx. £55 and remaining books are donated to CPS.

Good books came in from Scout jumble sale last time.

Actions:

- Sally H to ask teachers what they want/need in terms of stalls and feed back to PTA.
- Susan D to arrange Santa
- PTA to prep Santa's grotto using the sensory room with lights and decorations
- Susan D to ask for Scout group for jumble sale books.
- Beth W to run second hand book stall.
- Jen to arrange 'Name the Elf'.

4. CPS Wishlist

Sally H sent email detailing all requirements.

Up to £10k on STEM approved by PTA with £6800 total requirement (as per Sally's email.)

Slide may need to be replaced and earthworks completed around slide due to disintegration of bank – waiting on council and funding (Estimated at approx. £6-7k)

Ongoing repairs to trim trail – some posts requiring replacement likely to be condemned next year.

Retightening on climbing wall required.

CPS awaiting notice from council about carry forward of savings in budget. PTA funding may be required if this money is not returned to school.

Screen in dining hall – on hold as it is working fine following cleaning of filter last week.

After May Fayre – stage lighting etc to be updated.

Actions:

- Sally H to check and resend email detailing which items school can order directly without VAT.
- PTA can buy items in SH's email with card for school – Puneet to provide card for purchases.
- Sally H to get quote for playground painting and confirm re whether money from carry forward comes in.

5. Finances

Current balance: £12756 plus £1287 from fun run – more likely to come in.

SD owed £200 and SB £80 leaving approx £13.5k left

£2.5/£3k to be put aside for May fayre leaving approx £10K to spend for next ten months

Disco £375 of which we have paid £100 as a deposit.

Magic show £200 paid.

Approx £500-600 expected to come in from Oct Bake Sale.

Small income from disco expected (£100-£200?).

Actions:

- £1200 for teachers for £50 class contributions to be done ASAP as cash in envelopes.
- Puneet to discuss with Eilidh D withdrawal of cash from Bank of Scotland for this.
- Puneet to set up for online banking with Jen and Susie and to add as additional signatories.
- Sally H – only 60 pupils in nursery so reduce the contribution to £100.
- More funds required for PE – Sally H to ask Ally Donaldson to put in a separate request.

6. Grant funding

Pentland Community Chest Fund reopens in November.

Edinburgh Airport – only certain categories /schools will be relevant. We are a little far away.

Tesco – we are on the waiting list!

Round Table – possible request for slide?

Actions:

- We need to show PCC evidence of nursery polytunnel being put in place. A jackhammer is required to dig the holes! SB to look into availability of jackhammer.
- Look into possibility of local construction/developers helping?
- Sally H - Nursery also have a couple of leads that they are following up.
- Sally H pursuing funding from Ford.
- Sally to get quote for replacement slide and feedback to PTA re whether school budget will cover or if funding from PTA is required.

7. AOB

Gardening – Discussion of keeping a retainer for materials and plants.

SB asked if there is any interest in gardening club. SH - It would require supervision.

Paddles are now in garden for each year group to maintain.

Discussion about involving Eco group - Could parents get involved/Tree planting group/A FAB Currie?

Susan to join FB group to investigate possibility.

They would need to visit when children are not playing out.

Chris Cavens Landscaping - to visit during October half term week.

Action:

- Susan Donnachie to message him to confirm.

Parent Social Possible quiz?

Action:

- To be discussed with the committee at next meeting.

8. Next meeting – Monday November 17th 7pm in school or online.