

**Minutes of Wardie Primary School Charitable Trust meeting held Thursday 3 March 2016 at 7.30pm**

Present: Angela Pearston (AP), Clare Willis (CW), Nicola Winchester (NW), Juliet Hyder (JH), David Jamieson (DJ),

Apologies: Rebecca Helliwell (RH), Mike Nicholson (MN), Neil McArthur (NM),

Clare Willis was welcomed as a new trustee. Her email is [cdickinson75@yahoo.com](mailto:cdickinson75@yahoo.com), she was given an induction pack.

**Minutes of last meeting 15th November 2015** - these were approved.

**Matters Arising:**

1. The changes to the constitution had been agreed and JH was circulating a list for signing.
2. NM has completed and logged the OSCR report.
3. MN had contacted the chair of Trinity Academy Charitable trust who had advised that their trust was pretty much dormant and he understood that the Trinity Primary S Charitable trust had been wound up as it was 'too much effort'.
4. NW was still to do a poster for the nursery to try and encourage some more trustees at that stage - **Action NW**
5. MN had a suggestion for alternative accountants who would do the accounts for free - he would pass on to DJ - **Action MN/DJ**

**Agenda:**

**Item 4 - OSCR Report** - as NM was not present this was deferred to next meeting.

**Items 5 and 6 - School Grounds and Funding for Outdoor Learning Project** - The OWL Group Action Plan was tabled and it was noted that the two major items were a all-weather pitch and a mound/tunnel in the playing field. There were other items such as a woodland cooking area and pizza oven which were considered to have lower priority. The all-weather pitch would allow the school to meet its PE targets and give more flexibility to play. It was agreed that the CT (all trustees) would look into fundraising options and report back at the next meeting. Awards for All was suggested as a good contender. We need to consider the community aspect: - would be used by the ASC and the Cluster.

**JH** would look into how the supermarket schemes would work.

**JH** would do some research into the cost of all weather pitches.

**AP** would research grass matting as a cheaper alternative. She would also contact Trinity and Sciennes who had recently had all-weather surfaces added.

The Housing at City Park was discussed - the developer may be willing to make a donation/sponsor.

Scottish Gas may have funds - **JH** will get contact from an employee who works for Scottish Gas.

### **Items 7 - Other projects for forthcoming academic year; Alice in Wonderland figures; Sunshine Room**

- 1) AP reported that the Sunshine Room works would be going ahead over the Easter holidays. All the funds had not been received yet as we are still waiting for the outcome of applications to Watkins Jones, Asda and BoS but the school had agreed to subsidise it in the meantime. The results of these grants should be known by the end of March/April.
- 2) JH reported that a request for fundraising ideas had gone out for the replacements to the AiW figures in the courtyard. £1000 still needed. JH thought it would be good to have a competition for a contribution to the wording of the small bench using a quotation from Lewis Carroll book by the children. RH in charge of looking at funding opportunities for AiW and request had also gone out in recent Mailchimp newsletter. **Action RH**
- 3) AP was still keen to install new libraries in each class but the grant application had been rejected by the Foyle Foundation (we can re-apply after a year but feedback need to be sought first). It was thought that we could do the two P7 classrooms for around £1250 and it would be a good project for the current P6s to be involved in. It was agreed that this would be a good cause for the CT to support but we wondered if we could match fund a £1000 donation first. It was agreed that all would consider this and if match funding could not be found a decision would be made at the next meeting. CW suggested that IKEA may be willing to sponsor soft furnishings and she would get in touch with them to see what is available. **Action MN on alternative funds for books; CW on soft furnishings**

### **Item 8)**

It was agreed that the Trust would fund an award for the Houston Family. The school would decide what form this should take and a maximum figure of £250 was discussed.

### **Item 9)**

The P7 Leavers letter was discussed. Despite lots of effort the results had not been great last year. It was agreed that it might be a good idea to clearly say what the funds would be used for and suggestions were made:

- funds would be used specifically for the more disadvantaged children and in particular for the P7 camp and clothing for this.
- books/library.

It was agreed that all would consider this before the next meeting. Head teacher, Jane Nieminska, had sent a request that the Trustees consider a discretionary trust be specifically set up for disadvantaged children. Those present felt that the P7 leavers letter funds could be set aside for such awards.

Suggestions were made that smaller funds than the standard £35 could be suggested to allow people to just put £10 or £20 in and a return envelope might help.

## **Any Other Business:**

MN had forwarded a note re gift aid to JH with suggestions for how donations to the May Fair could be subject to gift aid - This had been passed on to the PSA by JH and she will also forward it on to the Trustees. **Action JH.**

MN had suggested that sponsorship events such as a cylvathon could be tried at the May Fair - all to consider what they would like to do.

AP advised that the school was going to carry out the Usborne Read-a-Thon this year. It had raised £4000 last year. It was agreed that with a change to the entry form this could be gift-aided and the funds would be channelled through the Trust. **Action AP**

NW advised the meeting that she would be stepping down at the next meeting as a Trustee. Her daughter will be leaving Wardie at the summer break.

JH asked that RH be thanked and congratulated on the first WCT Trustee Mailchimp to go out. JH showed a quick breakdown of the statistics for the e-newsletter and CW advised that it was through this that she was now joining as a new trustee - success then ! **Action JH to send Mailchimp log in details to all trustees.**

## **Date of next meeting**

Thursday 12 May 2016 at 7.30pm at the School.