**Merrylee Primary School**

**Minutes of Meeting held 21st January 2013**

Present:   Elspeth McIntyre (chair), Melanie Unkles, Helen Pattie,  Liz Mahindru, Jackie Clarke, Cllr Emma Gillon, Shona Barrie, Claire Horse, James Lynch, Amparo Ruiz-Prado, Steven Devine, Russell Bridges, Selwynd McCauslan

Apologies: Graeme Esson, Wendy McNaughton, Julie Syme, William Rutherford, Lorna MacKenzie, Angela O’Hagan.

Resigning: Lorna Mackenzie, Angela O’Hagan,

**P1 Intake and school role**

80 Children in catchment have applied for P1 this year, with 10 requests out. Based on numbers only, it is possible to fit the current P1 – P6s into 12 classes, providing no children move into the area requiring a space. Concerns were raised that the IT suite may be taken away to provide more room for the new intake of P1s. Cllr Emma Gillon also had her concerns about this and highlighted what a great asset it was and how it was the way forward for the children’s learning. The children that are guaranteed a space will be contacted by the council by Friday 25th January 2013.

A response from Maureen McKenna said they were aware of the space issue at Merrylee and her Assistant Director has been considering it as part of the review of educational establishments prior to the planned refurbishment programme. As soon as she has any further information she has guaranteed a full response.

**Gate – costs and formal opening**

Shona is to compile an article for the local press, and Elspeth and Melanie will organise photos for this.

The breakdown of costs which has been requested several times has come back as:

Gate and posts £1124.00

Slabs £3482.00

Cllr Gillon is going to look into why it is compulsory to use Glasgow City Building and the cost issue.

**PC bank account signatories**

The new signatories on the bank account will be:

Amparo Ruiz-Prado – Treasurer

Elspeth McIntyre – Chair

Melanie Unkles – Secretary

**Glasgow PC Forum meetings representation**

The first meeting is on Thursday 31st January, any members who are free are welcome to attend the event.

**School Update**

Mrs McKillop is unfortunately retiring on 31st January, we wish her well. This leaves us with a teaching post to which is proving difficult to fill. Liz has requested that if anyone knows of any teachers requiring a full time position to get in touch with her.

**AOB**

Car parking in the tennis club - this has once again been highlighted. It was suggested that leaflets were handed out to parent drivers using the car park to remind them that this is prohibited, and to encourage careful driving. If there is any driver who continually causes problems please pass on their registration number to Liz.

Welfare – there are going to be changes to this system and it was suggested that the PC put out a leaflet at the beginning of the next school year to highlight these changes so anyone who is entitled to these benefits can come forward and claim them. These new benefits and how to claim them will also be put onto our website once the changes have occurred.

**Date of Next Meeting**

29th April 2013, 7pm.