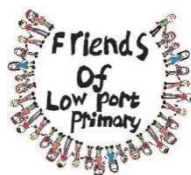


Minutes of Friends of Low Port (FLPPS) SCIO
Wednesday 26th April 2026 6.30pm
Lowport Primary School

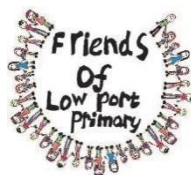
Attendees

Carrie Reid (Chair), Cara Chavagneux (Secretary), Sarah Brownell (Vice Chair), Karen Donaldson (Treasurer), Christie McMonagle, Kendall Smith, Joanne Banks, Nicky Hocknull, Emma Strachan, Sinead Davidson, Helen Wallace, Ann Neilson,

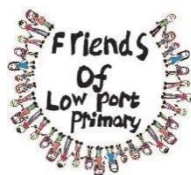
Agenda Item/Notes	Action
1. Welcome, Introductions and Apologies • CR welcomed everyone to the meeting • No apologies	
2. Review of Minutes of March 2026 Minutes were approved by SB and seconded by JB	
3. Declarations of interest None	
4. Treasurers Report KD discussed funds raised from recent events. Current balance is inflated due to uniform order, invoice is pending. Opening balance on 28/04/2026, £7000.46 <u>Funds raised</u> Tea Towel Sales- £2.76 Spring Disco- £889.15 Spring Picnic- £593.68 Uniform order (invoice pending)- £4107 Gala Day- £21.70 <u>Outgoings</u> Card machine rental- £1.20 Camp places- £820 Fresh fruit donation- £180 P& parent breakfast, hall hire- £62.50 First Aid kit- £56.42	



Closing balance on 27/05/2026, £11,494.63 <u>Reserve:</u> Camp- £880 School trips- £200 First Aid supplies- £44 P1 parent breakfast- £58 Gala Day- £160 General reserve- £1000 £592 restricted £250 P7 garden KD discussed that expenses from the spring picnic event are pending, so total raised to be finalised. CR confirmed that P6 funds from their stall remained separate from main fundraising floats. Donations to school for camp places (£820) and fresh fruit (£180) have been made. KD discussed P7 leavers donation. NH confirmed that £300 would cover costs for planned trips, CR approved, SB seconded Playground donation, £2500 funds. NH discussed school purchasing items, attendees to increase donated amount to £3000, CR approved, ES seconded. KD asked for £50 for locked money boxes for storing funds after events, CR approved, SB seconded KD discussed keeping a reserve of funds for 2026/7, attendees agreed. ES discussed a Scottish schools grant for fresh fruit, which will be explored for 2026/27 school year.	
5. Fundraising Events <u>Spring Disco</u> CR asked attendees for their opinions of non Lowport children attending future discos. A non Lowport pupil, whose sibling attends Lowport, attended Spring Disco. All attendees are happy for non lowport children to attend, as long as organisers are informed. CR confirmed that organisers will be made aware of non Lowport pupils attending disco. There will be open communication with the parent/carers if there are any medical needs etc for non pupil attending the event. Discussed creating a space for additional comments on PTA events so that the parent/carers can then make organisers aware at time of booking. CR and NH agreed that any siblings who do not attend Lowport can be informed of opportunity to attend the disco on a case by case basis.	CR



Attendees discussed the Spring Disco. ES and MN advised that some volunteers who were on the rota did not remain at designated areas, which created an issue during the event when volunteers were left alone. MN advised that additional volunteers are required, particularly for 8-9pm time slot. Positive feedback from children, and a feedback form will be sent to volunteers for suggestions for future events. Silent disco bands worked well, no issues reported by volunteers or Silent disco owners. NH feedback on behalf of teachers that infant classrooms were not left tidy. SB advised that 2 volunteers per classroom for sign in/sign out would be helpful to ensure children are not touching classroom items. Attendees agreed, but acknowledged that more volunteers are required to allow for additional adults in classroom spaces. <u>Spring Picnic</u> Positive feedback, and emergency vehicles were well received. Haribo leftover which will be used for gala day. <u>Gala Day</u> 27 signed up to date. PTA event deadline can be extended an additional week. CR will send message to school community to raise interest. CR discussed inviting new P1 cohort, and will discuss at P1 parents evening next week. After school club have made some props for gala day, CM will collect. KS will email NH drawing requests from pupils, which will be completed in class time. NH advised that children have made drawings for Battle 500 competition, which could be provided- will liaise with KS. KS advised that shields created at Spring picnic have been pupils initials, and will be returned to pupils after event. FLPPS will make suggestions to parents/carers in communications of how to reduce waiting time for gala procession attendees <u>2026/7 events</u> P1 breakfast- Hall booked. T&C in cupboard, milk to be purchased. <u>Lottery licence</u> MS confirmed it is to be paid for. Raffle for Party at Palace tickets and Connifox family pass will be shared with school community once licence is in place. Bags for school, money pending.	MN/ES CR KS



5. Headteachers Report No report.	
11. AOB. KD is stepping down as treasurer after 3 years. FLPPS are actively seeking a new treasurer, communications have been circulated. CR thanked KD for dedication to the role. KD is happy to remain in the role until end of the school year. Role could be divided between 2 people. KD will remain as a trustee. Parent of P6 pupil who raised money from 3D printing stall, has emailed FLPPS for bank details as pupils are making a donation of their profits to FLPPS. MN discussed Scottish school library grant- can be explored in new school year. NH discussed more creative furniture and parent/carer volunteers to help to manage the library would be helpful, to run themes/displays in the library area. Discussed fundraising for Defibrillator, and proposed whether this could be in partnership with Lowport Centre. Enquiries to be made with St Johns ambulance re feasible locations, costs etc, and to be discussed at next meeting. CR discussed tesco fruit grant available, to be explored. MN will take forward. NH would like to widen free fruit to all children, rather than just children who have forgotten snack CR discussed a better booking system for school events, taking place in the school. CR will aim to gather future FLPPS meeting dates. Dates until August will be set to allow school to be booked. At August meeting, dates for remainder of year will be set. Next meeting Thursday 27th August 7.00pm	MN MN CR