

Underbank Primary School
Parent Council Meeting
Thursday 4th September 2025

Present: Jenny Parry (Acting Chair), Lorraine Cameron (Vice Chair), Margo Millar (HT), Rebekah Bond (Class Teacher), Chrissie Finnigan, Natalie Dow, Krystal McNicol

*Charlotte Marshall, Natalie Dow, Gillian Glynn – all joined halfway through meeting.

Co-opted Member: None

Apologies: Poppy Corbett (Councillor), Jonathon Gibson, Donna Stewart, Lindsay Speirs, Mhairi van der Kaars.

Councillors: Eileen Logan

Minutes: Susan Jackson

Welcome & Apologies

JP welcomed everyone to tonight's meeting and shared apologies received. She urged members to encourage other parents to participate in the Parent Council. She suggested that she would attend any P1 event to speak to new parents. RB proposed the evening of Parent Consultations on Wednesday 8th October 2025.

Previous Minutes.

Approved – JP

Seconded – CF

HT Report – See Attached

MM thanked JP for stepping in as Acting Chair.

MM shared the HT report and answered any relevant questions relevant to the report.

CF, JP and KMcN all agreed that the Meet the TTRS Workshop was a success and they had new understandings of the maths concept, subitising.

During discussion surrounding the hedge cutting LC highlighted the problem of thorns causing punctures each year. MM informed members that the hedge is on private land and legally could not be cut before September due to nesting birds. CF asked how to prevent future punctures and EL advised that the owner has an obligation to return the pathway to a proper usable standard and suggested contacting the council Roads department for advice. MM reinforced necessity to maintain a good relationship with landowner as they kindly allow pupil to use for Cross Country practise on their land each year. JP suggested informing landowner of Bikeability dates in advance and working with them to return pathway to expected standard.

When discussing Cost of the School Day, the cost of P5 swimming was highlighted as being unsustainable without parent contributions. Use of the service bus to reduce transport costs would prove to be unreliable and increase time out of school greatly.

Participatory Budget

MM discussed this within her Head Teacher's Report

School Chaplain for session 2025-2026

MM advised that as there is no designated minister, both Roberta Hutton, Interim Moderator of Crossford and Kirkfieldbank Church and Fiona Anderson, Dalserf Minister, have agreed to be our Chaplaincy Team for the session.

School Improvement Plan Summary

Available to view on the school website and shared within HT Report above.

Dedicated PC Chair email address/Distribution List of PC Members

JP explained that the PC have an existing email address. She suggested using it for funding, distribution of information and as a point of contact for members/parents. Email is UPSparentcouncil@hotmail.com SJ to use school PC distribution list to encourage it to be used.

JP informed all of about the Mencap, Treat Me Well campaign regarding anti-bullying guidance in schools to promote a positive, respectful school environment where bullying is unacceptable. JP explained it has an updated definition of bullying that has lead to more incidents being reported. All incidents are recorded in SEEMIS, though it has limitations due to drop down menus etc. She advised that although parents are concerned about pupils having a 'black mark' against them, reports were only accessible by Head Teacher/Principal Teacher and information is archived every year. JP to give links to Treat Me Well updates due in November.

AOCB

LC raised the issue of funding opportunities and explained 2 options –

1. Outdoor Pursuits Foundation – for partial or fully funded opportunities that would not be possible without funding.

MM enquired whether consumables or equipment for Forest School sessions or a possible reduction in the cost of the P6/7 residential trip would apply. LC thinks that a panel reviews the bids and will look into it more. Funding could be £50-£500.

2. The Tree Council – supports community tree, hedgerow and orchard projects.

MM advised that SLC would need to be involved due to restrictions surrounding planting trees within a distance of school building. All decided to not pursue this funding option.

LC advised that due to school locality, funding was limited.

AGM – Appointment of Chair of Parent Council

Proposal of Jenny Parry as new Chair of Parent Council by ND.

Proposal seconded by LC.

LC confirmed that she is happy to continue as Vice Chair and ND agreed to work with her to share the responsibilities and duties.

LC encouraged members to look for funding and/or suggest potential funding opportunities. JP mentioned that Loaningdale School Company provides grants for young people in the Clydesdale area.

MM asked if hosting the PFA and PC meeting on the same night was agreeable with all. CM suggested staggering the times to allow parents to attend both, if interested. Times put forward were PFA meeting 1830-1930hrs and PC meeting 1930-2030hrs. This would keep both meetings within the Let Agreement of 2hrs. Discussion around virtual meetings or change of time resulted in overall preference for meetings to be held in school in the evenings.

Next meeting: Thursday 23rd October at 1930-2030hrs to allow parents attending PFA meeting at 1830-1930hrs to attend. SJ to apply for Let.