

GLEN URQUHART HIGH SCHOOL

Annual General Meeting.

7pm Wednesday 13th September 2023.

Present: Donald MacRae Head Teacher
Eleanor MacInnes Deputy Head Teacher
Alan Hood Chairperson
Deirdre Hart Secretary
Jill Hodge Treasurer
John Robins
Louise Power
Hugh Montague
Gemma Ross
Katie Keating
David Cooper
Pete Edwards
Susanna Edwards
Debbie MacKinnon

1. Welcome and apologies.

Alan welcomed everyone and Deirdre confirmed apologies have been received from Amanda Luscombe Smith, Karen Simpson, Anne Dyce, Emma Hill and Wendy Urwin.

2. Approval of minutes of meeting 14th September 2022.

The minutes had been circulated prior to the meeting. Alan proposed the minutes and Deirdre seconded them.

3. Matters arising.

Nothing noted.

4. Chairperson's report.

Alan presented his report as follows:

Glenurquhart High School Parent Council

Chairperson Report AGM

This report reviews the activities of the Glenurquhart High School Parent Council over the period Sep 2022 to Sep 2023.

Meetings

I can confirm that we have managed to undertake all of our planned meetings and arranged a number of additional meetings outwith the planned schedule to discuss specific Parent Council matters.

Finances

Treasurer will provide further detail, but we end the year with £4,276.46 in the bank, reserved funds of £2,071.50 providing a closing balance of £2,204.96 available to us.

With no major items calling on our funds we enter our next year with a very healthy reserve.

Fundraising

Throughout the year we provided teas and coffees at a number of school events raising over £200.

We also obtained over £9k in Grant Awards and funded the following extra curricular School Activities

- Travel costs to the National Football Championships in London £1,000.00 Soirbheas
- Purchase of Equipment for the Duke of Edinburgh Scheme £2,745 Soirbheas
- 2022 School Show Production £1,500 Soirbheas and Highland Council
- The provision of a Study Bus £3,900 (£1,880 spend in this year) Strathglass Community Fund

A big thank you to Soirbheas, Strathglass Community Fund and Highland Council for their continued support.

Communications and Membership

We continue to publicise our meetings, events and Parent Information via the school website, parent facebook page, School Events and e mail. Membership level continues to be a concern however we have welcomed a number of new parents this year who have helped us to maintain a reasonable representation at our meetings.

General

The Parent Council has supported the school this year throughout a challenging period of Senior Management Team change and has been actively involved in the appointment of our new Acting Headteacher and permanent Depute Headteacher.

We have continued to co-ordinate the fundraising and arranging of the School Leavers Event and provided more general parent feedback in connection with various school initiatives such as the School Improvement plan.

Members and Office Bearers

I would like to thank everyone who takes the time to attend our meetings and contribute to the Parent Council activities and in particular the office bearers of Secretary and Treasurer for their support to me as Chair throughout the year.

On behalf of all parents I would like to thank the entire Staff Team and in particular Mr Macrae for his contribution since taking on the role of Headteacher and helping to guide the school through this time of change.

Thank you

Alan Hood

Chairperson

5. Financial matters.

Jill presented her report and the accounts as below and explained receipts are slightly higher than payments as two cheques had not yet been cashed...for the Leavers' meal at Loch Ness Inn and for the Drama benches. The accounts have been audited by George Strachan and it was agreed we should pass on our thanks and a gift to George and hope he would agree to be appointed as Auditor again. It was agreed that any funds left over from previous Leavers' fundraising should be amalgamated and held in reserve for 6th years.

GUHS Parent Council
Receipts and Payments Year Ending 31 July 2023

	<u>Date</u>	<u>Receipts</u>	<u>Payments</u>
<u>2023 Leavers Fundraising & Payments</u>			
S6 Fundraising	November	128.94 ✓	
Raffles at Christmas Shows (£703 banked - £40 float)	December	663.00 ✓	
S6 Fundraising	March	174.88 ✓	
S6 Fundraising	April	97.42 ✓	
Haircut and Dye Fundraising Event	June	220.50 ✓	
Inverness Trophy Centre for Leavers Medals	June		121.50 ✓
Total		1,284.74	121.50
<u>2024 Leavers Fundraising</u>			
NEW S6 Fundraising	June	79.82 ✓	
Total		79.82	
<u>Refreshments</u>			
Donations for refreshments at Christmas Shows (£120.65 banked plus cash taken for £40 float plus cash to pay £38.06 expenses)	December	198.71 ✓	
Expenses for Food & Drink for Christmas Shows (Lidl)	December		38.06 ✓
Donations for refreshments at Careers Fair	February	12.90 ✓	
Total		211.61	38.06
<u>Prizes/Thank you</u>			
Soirbheas Photo Competition	August	100.00 ✓	
Eggs for School Easter Run (Tesco)	March		111.00 ✓
Total		100.00	111.00
<u>Fundraising Breakdown</u>			
Loch Ness Marathon Volunteering	November	50.00 ✓	
Inverness Half Marathon Volunteering	April	20.00 ✓	
Loch Ness Etape Volunteering	May	40.00 ✓	
Total		110.00	
<u>HC Contribution</u>			
Highland Council Parent Council Grant	February	230.60 ✓	
Total		230.60	
<u>Grants</u>			
Highland Council Grant for Christmas Show	October	500.00 ✓	
Soirbheas Grant for Christmas Show	November	1,000.00 ✓	
Soirbheas Grant for Meals for National Championships	July	1,000.00 ✓	
Soirbheas Grant for DofE Equipment	July	1,949.03 ✓	
Total		4,449.03	
<u>School Bids/Projects</u>			
Christmas Show (Grant Money from Soirbheas & Highland Council)	November		1,500.00 ✓
Meals for National Championships (Grant Money from Soirbheas)	July		1,000.00 ✓
DofE Equipment (Grant Money from Soirbheas)	July		1,949.03 ✓
Total			4,449.03
<u>Bank Interest & Compensation</u>			
Compensation from Bank	August	100.00 ✓	
Total		100.00	
<u>Burgers/Food for School Event</u>			
Food for School Sponsored Walk	November		299.35 ✓
			299.35

**GLENURQUHART HIGH SCHOOL PARENT COUNCIL
STATEMENT OF INCOME AND EXPENDITURE
YEAR ENDED 31 JULY 2023**

	2023		2022		2021		2020
	RECEIPTS	PAYMENTS	RECEIPTS	PAYMENTS	RECEIPTS	PAYMENTS	RECEIPTS
LEAVERS NEXT YEAR	79.82 ✓						
LEAVERS CURRENT YEAR	1,284.74 ✓	121.50 ✓	394.40	827.25		494.00	1189.19
LEAVERS YEAR 2020				307.50			
FILM NIGHTS							
REFRESHMENTS	211.81 ✓	38.08 ✓					
PRIZES / THANK YOU	100.00 ✓	111.00		83.58		138.90	
FUNDRAISING	110.00 ✓		510.00				482.30
HC CONTRIBUTION	230.80 ✓		235.96		232.21		228.32
GRANTS	4449.03 ✓		3900.00		2785.00		
SCHOOL TRIPS / VISITS							
SCHOOL BIDS / PROJECTS		4449.03 ✓		5018.50		2295.00	
BANK INTEREST & COMPENSATION	100.00 ✓				0.01		25.15
STAMPS / STATIONERY							
BURGERS/FOOD FOR SCHOOL EVENT		299.35 ✓					
HOODIES							
GARDEN EQUIP SCHOOL							
TOTAL IN / OUT	6585.80	5018.94	5040.36	6236.83	3017.22	2927.90	1904.98
OPENING CASH AND BANK	2729.60 ✓		3926.07		3838.75		3201.13
CLOSING CASH AND BANK		4276.48 ✓		2729.60		3826.07	
	9295.40	9295.40	8966.43	8966.43	6863.97	6863.97	5106.09
CLOSING BALANCE							
Treasurers Account	4207.50 ✓		2660.64		3867.11		3488.79
Bus Fund Account	0.00		0.00		0.00		267.00 15
Cash Float	68.96 ✓		68.96		68.96		82.96
	4276.48		2729.60		3826.07		3838.75
Spending not yet accounted for		490.00 Drama Grant		490.00 Drama Grant		490 Benches	
		338.44 Leavers 2020		338.44 Leavers 2020		1078.79 Leaver 2020	
		1163.24 Leavers 2023					
		79.82 Leavers 2024					

I HAVE REVIEWED THE ABOVE 2023 SUMMARY OF RECEIPTS & PAYMENTS, VERIFYING AMOUNTS AND BALANCES FROM THE BANK STATEMENTS WHERE APPLICABLE AND AGREEING THE EXPENDITURE TO SUPPORTING RECEIPTS

George Strachan
GEORGE STRACHAN
6/9/23

6.Election of Office Bearers.

Treasurer: Jill confirmed she was willing to stand again. Alan proposed Jill and Susanna seconded.

Secretary: Deirdre confirmed she was willing to stand again. Jill proposed Deirdre and Dave seconded.

Chairperson: Alan confirmed he is standing down as Chair and not seeking to stand again. Noone present was willing to take on the role as Chair. Hugh confirmed he would be willing to chair meetings as an interim measure until a Chairperson is appointed. Louise would put an email out to all parents/carers to try to find someone willing to stand.

7.AOB

Those present and the wider parent forum record their sincere thanks to Alan for his time as Chair (8 years) and for the time and commitment he has put into the role to the benefit of pupils, staff, the school as a whole and the community.