

Banff Academy Parent Council

Minutes of AGM held on Thursday 28th September 2017 In Lecture Area, Banff Academy

Present: Odette Strain (OS), Lorraine Edwards (LE), John Walker (JW), Claire Ellis (CE), Shona Taylor (ST), Elaine McDermott (ED), Louise Smith (LS), Cllr M Roy (MR), Nik James (NJ), Helen James (HJ), Hamish McLeay (HM), Wendy Steven (WS), Carole Polovinkine (CP)

Item	Subject	Action
1.	Welcome and Introductions	
	JW welcomed everyone to the AGM.	
2.	Apologies	
	Apologies were received from Cameron Ewen, Cllr Reynolds and Alan Horberry.	
3.	Review of minutes of AGM September 2016	
	Minutes from last AGM reviewed and agreed.	
4.	Election of Parent Council Members	
	<p>The Parent Council Members were agreed as follows:</p> <p><u>Parent Forum Members</u> Lynette Boyd, Elaine McDermott, Jane Beaton, Louise Smith, Malcolm Howard, Euan Martin, Nik James, Helen James, Shona Taylor, Lorraine Edwards, Hamish McLeay and Carole Polovinkine. All members from last year were by default carried on to this year unless any resignations were received.</p> <p><u>Co-Opted Members</u> Odette Strain (Treasurer) Wendy Steven Two student representatives to be confirmed</p> <p>The councillors, whilst not formally co-opted, are routinely invited to Parent Council Meeting.</p>	
5.	Election of Office Bearers	
	<p>The Office Bearers were agreed as follows:</p> <p><u>Chairperson</u> ED proposed John Walker continue role, seconded by LE.</p> <p><u>Vice Chairperson</u> NJ proposed Claire Ellis seconded by ST.</p> <p><u>Treasurer</u> JW proposed Odette Strain to continue role, seconded by CE.</p> <p><u>Clerk</u> Narelle Milne appointed by JW.</p>	

6.	Chairman's report on Work of the Parent Council	
	JW expressed thanks to parents, OS, NM, school staff and head teacher. He also thanked Jim Buchan in his role as vice-chairperson as well as for his commitment over the years.	
7.	Approval of Accounts	
	OS confirmed everything is in place. Current balance £1410.50.	
8.	Appointment of Independent Person to examine the accounts	
	OS to ask new member of staff starting in October if they would be interested in this. OS to confirm.	OS
9.	Discussion of items raised by Parent Forum	
	<u>Defibrillator Provision</u> CP is part of Banff and Macduff heart start group and shared information, attached to minutes, about the struggle to get a defibrillator put at the sports centre. The defibrillator is bought and ready to be put in. MR has advised the PC write a letter to Maria Walker and John Harding about this. JW will do.	JW
10.	Schedule of Parent Council Meetings	
	Future meetings will take place as follows in the Conference Room: Thursday 16 th November 2017 Thursday 25 th January 2017 Thursday 26 th April 2018	
11.	Close of Meeting	
	JW closed the meeting at 19.35. Next meeting on Thursday 16 th November 2017 in Conference Room.	