Burnside Primary School Parent Council Meeting Minutes
30th September 2026

Present:
Lyndsey Shakespeare (Chair)
Gayle McDonald (Head Teacher)
Lynne Mullen (Deputy Head Teacher)
Cllr Robert Brown
Fraser Bedwell
Julie Brown
Alison Burns
Nicola Cameron
Shreoshi Roy
Leon Pocalun
Monica Tinney
Claire Sloss
Chris Shaw

Apologies
Katy Bhatia

1. **Minutes from last meeting**
   The minutes from the meeting on Monday 31st August 2026 were approved without alteration, proposed by LS, seconded by AB.

2. **Chairperson's Report**
   The chair noted that individual pupil photographs will be taken on 21st and 22nd October. Class photos will be taken at Easter time, with a poll to be circulated to parents and carers to gauge preferences over the styles, with the majority vote being accepted.

   The Nature Rangers project will continue but with one fewer member of staff than in previous years, but with the continued support of parent/carer volunteers.

   Plans for the Christmas Fayre are in hand. The proposed layout has been approved, but discussions are ongoing with GM on a suitable area to store alcohol donations. An initial comms will be issued for donations and how people can help, followed by further updates on individual aspects of the Fayre between now and end of November.

The BPC AGM has been moved to next month (02/11/27).

The chair highlighted the Rutherglen 900 collection which has been advertised by the school. Because of this it was agreed that the Parent Council food bank collection would take place in late January.

The chair highlighted the need for the Parent Council to identify an independent examiner to review our finances prior to the AGM. This could be someone from the school community but needed to be someone with no connection to the chair or treasurer to ensure the scrutiny is independent. A request was made for any volunteers or recommendations to be passed to LS. **ACTION ALL.**

3. **Treasurer update**

SR confirmed that the end of year accounts were ready to be submitted to OSCR, they just need to be reviewed by the independent examiner as explained in the chairperson's update.

The current bank balance is £4454.65.

SR confirmed the old RBS account has now been closed.

SR confirmed that we now have the app which allows for card payment to be accepted at BPC events (up to 10 users). This will be used at the first disco in October.

4. **Christmas Fayre update**

Volunteers for all stalls have been sorted, including new people to cover the café and grotto areas.

The raffle donation request communications will be circulated imminently.

There was a discussion on a request from one of the external stall holders to issue a discount offer to at the front desk to everyone on arrival. To ensure fairness to all stallholders it was agreed that this would not be appropriate, although stallholders are welcome to distribute any marketing materials they wish from their stall.

5. **Library update**

The Library will be up and running from w/c 19th October. A request for more volunteers has been issued via Parent Portal.

The Masie Chan visit was extremely successful. Visits generally cost in the region of £500, which is considered good value given the positive experience of the pupils. This fee can be higher, or lower as in the case of Masie Chan who discounted the rate on the basis on the number of books purchased.

6. **Pre loved uniform**

AB reported that the stock of uniforms was really high just now.

CS offered to produce some signage to highlight the pre loved uniforms and to request that anyone looking through the stock to ensure that is remains tidy and organised given how long this has taken to do. **ACTION: CS**

7. **Head Teacher update**

GM welcomed new Support Assistant Leonie Traynor to the school and advised that, due to maternity leave cover arrangements, the school office will now close daily from 12.00pm-12.30pm.

The Participatory Budgeting process is underway, with a community meeting scheduled for 5th October to develop project proposals for a public vote. New ideas were encouraged.

GM provided an update on the national Curriculum Improvement Cycle, noting that schools are currently consulting on draft proposals and no implementation changes are planned at this time. There is likely to be an extra in-service day for staff but this has not yet been confirmed.

The recent author visit by Maisie Chan was highlighted as a great success, with positive engagement from pupils.

An update was provided on Rutherglen 900 activities, including the school's successful harvest project (Burnside was the only school to successfully grow its own oats, from which pancakes will be made), choir participation in upcoming celebrations, and involvement in the "900 Bags of Kindness" food bank initiative (our target is 50 bags). GM also highlighted the reopening of the Overtoun Park bandstand on Saturday 31st October.

GM reported that the school's mobile phone and smartwatch policy continues to work well, although parents and carers will be reminded that phones should not be used on school grounds before or after the school day.

8. **Traffic strategy**

GM talked through the traffic strategy. There followed a discussion of how this works in practice, and concerns were once again raised about parking within Glenlui Avenue, both before and after school, and also breakfast club drop off time. It was suggested to involve pupils in trying to address this (with agreement from parents and carers). Road Safety Week (15-21 November) was highlighted as a good time to undertake a further push of activity. GM to consider how best to take this forward. **ACTION GM.**

9. **AOB**

LS had received a request of a P1 parent to consider addition play resources for the P1 and P2 playground, which does not have as much as their other playground areas for older pupils. RB suggested the Parent Council could be eligible for a Community Council grant

(up to £500). GM to apply for this. A discussion was also held on art installations in (either in the playground or gym hall) and it was suggested that the Stonelaw High School Art Department might be interested in collaborating on this. GM to investigate.

10. Date and time of next meeting

Monday 2nd November, 2027 @ 7.00pm, which will also be the AGM.