

Milngavie Primary PTA

Minute of Meeting held on Wednesday 2 September 2025



Present	
Giselle Avenier (Chair)	Adele L'Étang
Cara Begley	Becca Martin
Amy Clark	Caroline McElney
Rachel Goldie	Wendy Odedina
Jen Harvie-Miller	Karina Skovgaard Wyburn
Apologies	
Coleen Davidson	Julie MacDonald
Lizzie Gray	

1. Chair's Introduction

1.1 Discussion

The Chair welcomed members to the first meeting of the 25-26 school year and welcomed new members:

Amy Clark
Karina Skovgaard Wyburn
Coleen Davidson
Lizzie Gray
Julie MacDonald

She noted that given the decant process and not being able to use the school for events, that this year would take a different approach to previous years. The Halloween and summer discos will remain the same being held in Douglas Academy however the Christmas and spring events that are usually held in the school will now be in Milngavie town hall. After school playgrounds events such as the pancake day and football event will also be less likely to be able to take place.

She confirmed dates for events as:

Friday 24 October 2025: Halloween Disco
Friday 12 December 2025: Christmas Event
Friday 27 March 2026: Spring Event
Friday 5 June 2026: Summer Disco

The Chair confirmed that the PTA AGM will be held in September as part of the Parent Council AGM.

1.2 Actions/Decisions

- Chair to confirm date for AGM.
- Chair to confirm date of summer disco with school to pass onto organisers of P7 leavers disco
- Cara to update website with new memebrs

2. Funds Raised and Allocated

2.1 Discussion

It was confirmed that no funds had been raised since the last meeting given it has been the summer break.

It was confirmed that funds had been transferred to school for:

- Ice cream can: £600
- Sunshine fund: £23.98
- Nursery fund: £200
- Storage boxes for PTA supplies: £256.92
- Orchard maintenance: deducted from set aside funds.

3. Halloween Disco

3.1 Actions

Games confirmed as:

- Spider racing
- Pumpkin bowling
- Splat the bat

Giselle

- Confirm DJ equipment
- Helpers

Becca

- Arrange first aid kit
- Arrange tuck with Amy

Adele

- Risk assessment

Rachel

- Buy cool packs
- Buy Halloween fun items

Mrs McElney

- Song requests from pupils

4. Other Matters**4.1 Decision****Pre-loved unifrom**

It was agreed to seek to arrange a pre-loved uniform stall at the Christmas event. Karina agreed to investigate how best to take forward.

PVG

All members to ensure PCG forms are completed and sent to school as soon as possible. Chair to liaise on PVG for parent helpers.

5. Dates for future meetings**5.1 Decision**

Dates for future meetings were agreed as follows:

- Wednesday 24 Sept – Halloween planning
- Tuesday 4 November – Christmas planning
- Wednesday 28 January – spring planning
- Wednesday 29 April – summer planning

It was agreed that other meetings will be organised as required.