



Baljaffray Primary PTA Meeting Minutes

**Date**

5th November 2025

**Time**

6:30 pm - 7:30 pm

**Location**

Bearsden Academy Conference Room

1. Welcome and Introductions

- Chair opened the meeting and welcomed attendees.
- New attendee welcomed and accommodated to speak earlier due to time constraints.

2. Agreed Actions

- Playground Points Initiative:
 - £300 approved to launch "Playground Points / Playground Shop".
 - Aim is to purchase equipment and storage tubs to encourage pupil ownership and responsibility.

3. Halloween Disco Review

- Event considered successful overall.
- One issue discussed regarding attendance of ex-pupils and unauthorised recording on phones.
- Key points agreed:
 - Ex-pupils will not attend future discos.
 - Clear communication to parents on entry rules.
 - Recording and sharing videos of pupils is not permitted.
 - Phones may be carried but not used for recording.
 - Education around privacy and online safety to be reinforced, potentially via assembly.
- PVG Identification:
 - Action agreed to provide PVG lanyards for authorised volunteers to make supervision clear.

4. Fundraising Updates

- Macmillan Coffee Morning:
 - Raised approximately £1,000, similar to last year.
- Halloween Disco Finances:
 - Cash takings: £652.
 - Online tickets and donations: £670.
 - Total income: £847.
 - Event deemed financially successful.



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5. PTA Membership and Inclusivity

- Feedback received that PTA was perceived as "cliquey".
- Committee strongly disagreed but acknowledged the importance of perception.
- Clarified that PVG and membership requirements are legal and data-driven, not exclusionary.
- Membership now approximately 30, with additional non-member volunteers increasing.
- Agreed to continue encouraging involvement and improving tone of communications.

6. Christmas Fayre Planning

- Date: 21 November.
- Stallholders:
 - 11 booked, 9 fully paid.
 - Only one table remaining.
- Magazine:
 - Advertising secured, raising £600 so far.
 - Already £400 profit.
 - Children's artwork, puzzles and class content to be included.
 - Decision pending on cover price or free distribution.
- Volunteers and Stalls:
 - Roles allocated for food, crafts, games, teas and coffees, face painting, balloons, snowman stall, advent calendar, PTA merchandise.
 - Gaps identified for door staff, Wheel of Fortune, and general support.
- Santa's Grotto:
 - Santa confirmed for full session.
 - Feedback from last year noted regarding queue management.
 - Door supervision required.
- Setup:
 - Tree and decorations to be installed mid-week.
 - Full setup from early afternoon on event day.

7. Financial Position

- Current balance: £7,867.15.
- Confirmed committed outgoings: £1,483.
- Available funds: £6,383.54, excluding Christmas Fayre income still to be processed.



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8. School Projects and Grants

- Funding Secured:
 - £500 from Glasgow Airport Community Fund.
 - £1,000 from Gwen May Memorial Foundation.
- Projects:
 - Polytunnel approved for school grounds, approx. cost £1,841.
 - PTA agreed in principle to cover reasonable additional costs up to £1,000 if required.
 - Ongoing biodiversity work including trees, hedging, willow tunnels and garden areas.

9. Upcoming School Activities

- Children in Need and Odd Socks Day noted.
- Nativity performances upcoming.
 - PTA to provide tea, coffee and mince pies on a donation basis.

10. Any Other Business

- Continued encouragement for volunteers for setup days and Fayre support.
- Emphasis on clear communications to parents around donations, volunteering and event expectations.

11. Close

- Chair thanked attendees for their time and contributions.
- Meeting closed.