

**Campbeltown Grammar School
Parent Council Meeting
Thursday 30th October 2025 at 7pm - CGS**

Present:

Kirsty Donnelly, Head Teacher
Valerie McKay, Vice Chair
Emma Woods – Acting Chair
Carole Tait, Secretary
Linda Galbraith
Catherine Ann Macauley
Emma Woods
Alix Osbourne, Teacher rep.
Tommy MacPherson

Apologies received:

Joanna Holbrook, Chairperson
Laura Hunter, Treasurer
Lindsay Griffin
Lizzie Jasper
Malcolm McFadzean
Kristin Gillies
John Armour
Jennifer Kean

Absent:

Lorna Reid
Sharon Gillies McCallum
Karen Brodie
Katrina Barr
Claire Mitchell
Ruth Russell
Rebecca Hill
Julie Rutherford
Eilidh Anderson
Lesley Brown

Welcome and Apologies

Emma chaired the meeting in the absence of Joanna. Apologies were received as above.

Approval of Previous Minutes from 10/09/2025

The minutes of the previous meeting were reviewed and approved – see notes below.

Proposed by: Emma Woods

Seconded by: Valerie McKay

Correction: Mrs Taylor will head the **Social Subjects Department**, not Mr Taylor as previously recorded.

Funding Allocation: Allocation of the remaining **£1,000** is still to be discussed with staff. However, **£500 has been agreed** to support the **English trip**.

Staffing Support: A **full support package** is being developed for classes affected by missing staff for **Advanced Highers**; this remains ongoing.

Minibus Use / Transport Update: The **resolution regarding use of a minibus** remains unresolved. Following the meeting, an **email from MMF** provided additional details, including:

- Key criteria relating to the **new driving licence rules** and their impact on available and affordable options.
- The **objective of simplicity** in management and use.
- **Potential funding streams** identified through the **Community Council** and **windfarm trusts**.

- **Kintyre Hire** is assisting in gathering **leasing cost options** to establish an **indicative budgetary scope**.
An update will be submitted in due course (MMF).

Flamingo Fundraiser: After the meeting, **Agnes Stewart** was consulted regarding the **Flamingo Fundraiser**. **AO** has kindly agreed to assist in organising the event, which is proposed for the **spring/summer months**. Additional staff volunteers are encouraged to assist with this initiative. (**AO**)

Use of Toilets: The **use and access arrangements for toilets** are to be reviewed and finalised. **KD** will prepare a proposal for approval **prior to submission to the Parent Council** for feedback.

Christmas Cake Fundraiser: The **Christmas cake** is to be **prepared by Sunday 21st December**, in time for the **Co-op funding table** event.

Uniform Update: The **new uniform jumpers** will **not be produced locally** but are **available for purchase online**.

AGENDA

Fundraising Events Co-op Stand on Sunday 21st December Two tabletop selling points agreed for the fundraiser: *Guess the Weight of the Cake & Festive Hampers*. Donations for hampers can be handed to a committee member or to school reception by Friday 12th December please.

Quiz Night (Correction) The previously minuted “Bingo Night” was corrected to **Quiz Night**, scheduled for **March**. **Helen Gilgrist** confirmed as Quiz Master. **Venue:** Argyll Bowling (booked by LH). **Prizes & Raffles:** Colour or house-themed hampers to be prepared. Volunteers are required for both fundraising events — further information to follow.

Requests for Funding Outdoor Education - EW to apply to the **Common Good Fund** for **£1,500.00** towards a £2,000.00 project. Parent Council agreed to contribute **£500.00** if the grant is approved in principal.

Archery Club Equipment Proposal to renew archery equipment under review. An agreed amount **per head** funding rule across the school to be discussed and proposed by the PC committee. **KD** confirmed **VAT reclaimable**, reducing total cost.

Health & Food Technology S3 pupils achieved **Elementary Food Hygiene Certificate (SCQF Level 5)**. **AO** thanked the Parent Council for funding the **revision board game** used in preparation.

Financial Report Bank reconciliation circulated; contact pccampbeltowngrammarschool@argyllandbute.npfs.org.uk for a copy. **Current balance:** £1,214.98 (subject to approval of all funding requests).

Head Teacher's Report

Staffing Updates - Mrs Thomson to become **Depute Head Teacher** (from the new year). Recruitment for: English post (replacing Miss Boyle) Principal Teacher of Guidance (replacing Miss Murray) **Mr Richardson** joined Learning Support as **ASN staff**. **40 additional ASN hours approved**. **Luke Pickerington** joined the school; **Tim Baily** in final-year placement (IT & Tech).

School Events & Activities - Allergy Workshop and **Coffee Morning** successfully held. **S6 Halloween Disco:** Supported by £250.00 from Parent Council for decorations. Receipts to be submitted; decorations to be reused.

Car Park Safety Following safety concerns, the following measures will be implemented: **Speed limit reduced to 5mph. Speed bump and barrier** to be installed. All parents, staff, and pupils must adhere to new safety rules.

Community Links & Competitions VM praised college students assisting the **Tennis Club** for professionalism. **Rotary Cooking Skills Competition:** **Date:** Wednesday, 5th November, 12 noon. **Attendee:** VM (Parent Council). **Judges:** Flora McKenzie (Ardshiel Hotel), John Beveridge. **Thermomix Demonstration:** **Date:** Monday, 24th November, 12 noon (in-service day). Open invitation to Parent Council members. Thermomix to donate old demonstration stock to school.

Outdoor & Facilities Outdoor area developments underway: Ground prepared for **polygrub installation**. Planters to be moved; **portable cabins** to be installed. **Piping pavilion** under internal refurbishment. Discussions ongoing with **MOWI, Kintyre Seasports, and SAMS (Oban)** regarding **maritime courses**. MOWI may provide a **boat** for school use.

School Improvement Review date for the School Improvement Plan to be issued soon.

Any Other Business

History Trip Report: End-of-project report for history trip (linked to English trip) to be submitted to **Common Good Fund**. **KD** to finalise; **CT** to coordinate.

Tracking Reports: Concerns raised about clarity and usefulness — to be reviewed.

Supported Study: Chemistry and Physics sessions missing from schedule. **KD** to confirm if online study is available. **Chromebooks:** Shortage of functioning devices for senior students. Teachers to provide **paper copies** of homework where necessary. **Education Review Seminar:** Scheduled for **21st November**. Full council attendance required; updates to follow.

Meeting Dates for the Diary 20th January 2026, 11th March 2026 7th May 2026.

Summary of Key Action Points

Action	Responsible	Deadline/Status
Prepare and run Co-op stand (cake & hampers)	Fundraising Committee	Ongoing
Organise March Quiz Night	LH / Helen Gilrist	March 2026
Apply for £1,500 Common Good Fund grant (Outdoor Education)	EW	As soon as possible
Parent Council to fund £500 if grant successful	Parent Council	Upon approval
Review Archery Club funding proposal	Parent Council / KD	Pending
Submit receipts for Halloween decorations	S6 Committee	Ongoing
Install car park safety measures (speed bump, barrier)	KD / Facilities	In progress
Attend Rotary Cooking Competition	VM	5th Nov 2025
Attend Thermomix demo (optional)	All Parent Council members	24th Nov 2025

Action	Responsible	Deadline/Status
Finalise history trip report for Common Good Fund	KD / CT	As soon as possible
Review tracking reports for clarity	KD / Teaching Staff	Next meeting
Confirm supported study arrangements (Chemistry & Physics)	KD	Next meeting
Address Chromebook shortages / paper copies for homework	Teachers	Ongoing
Attend Education Review Seminar	All Council Members	21st Nov 2025
Issue date for School Improvement Plan review	KD	To be confirmed