

**Campbeltown Grammar School  
Parent Council Meeting  
Thursday 30<sup>th</sup> 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 21<sup>st</sup> 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 12<sup>th</sup> 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](mailto: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**

<b>Action</b>	<b>Responsible</b>	<b>Deadline/Status</b>
Prepare and run Co-op stand (cake & hampers)	Fundraising Committee	Ongoing
Organise March Quiz Night	LH / Helen Gilgrist	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

<b>Action</b>	<b>Responsible</b>	<b>Deadline/Status</b>
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