

Wider Access to School Project

Minutes of Meeting held on Tuesday 2nd May, 2017 @ 6.30pm in the WASP Adult Lounge

The Chairperson, Tom Rintoul, welcomed everyone to the meeting.

Present: Elizabeth Nicolson, Tom Rintoul, Anne Campbell, Ernest Martin, Ann McDonald, Elaine Morrison, Pat Benton & Nigel Turnbull

Apologies: Moira Thomson, Ailsa Neilson, Wilma Anderson

Approval of Previous Minutes Proposed: Pat Benton: _Ann McDonald,

Matters Arising:

Falkirk Funders Fayre.

Suggestions were given as to what areas of WASP could benefit from funding from the Wind Farm Grants. These included Tutor Fees, First Aid Course, Food Hygiene Course and budget Cookery Classes.

Insurance

WASP Insurance has now been renewed and a copy is on display within the WASP Office.

Auditor

The Treasurer has submitted WASP Books to the Auditor.

Homestart

To be continued and carried forward for discussion at the next meeting.

Action: **Tom Rintoul and Anne Campbell**

Guest Speaker/Chair

The day of the next AGM has now been set so Guest Speaker and Chair can now be approached.

Guest Chair: Jean Gallacher
Guest Speaker : Steven Miler

**Action Tom Rintoul
Anne Campbell**

In the event that one of the above are unable to attend the AGM it was decided that an approach be made to Mr. Billy Buchanan.

Correspondence

There was no items of correspondence for discussion

Treasurers Report

The treasurer was absent from the meeting and reports will be submitted at the next meeting.

Agenda Items

AGM - The minutes of the previous AGM have been completed. Sufficient copies will be made available at the AGM on the 15th June 2017.

AGM Invitation replies have to be returned to WASP by the 8th June 2017.

Constitution

A confidentiality clause is to be inserted at Paragraph 9 of the Constitution and an amendment made to the Committee Handbook 2017/18.

Changes to the Constitution to be sent to OSCR and to Falkirk Council before the AGM.

Joint Working Agreement 2017/18

The JWA was signed on 7th April, 2017 by Falkirk Council and WASP. Everything is in place for next year. There was no place for the Head of the school to sign and it was agreed that that would be amended for next year. The school will endorse the current copy.

DVD Software Licence

Further discussion took place as to the software licence and it was agreed that contact would be made with Cyberlink to see if any discounts could be applied as the Software was being used for Educational Purposes. **Action: Nigel Turnbull**

AOCB

Committee Handbook has been updated and circulated to the Group. New Committee members will be given a copy in due course. The new confidentiality Clause as stated above will be updated and included in the new Handbook.

Date of Next Meeting

Thursday 8th June, 2017 at 10.30am within WASP