



Scarborough Primary School P&C

An Independent Public School

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Minutes of General Meeting 24th June 2026

Held: In the SPS Meeting Room

Meeting Opened: 6:14pm

ITEMS

Items	Action
1. Attendance: Phil Critchley (PC), Ele Fazio (EF), Carolyn Etter (CE), Tarryn Sheffield (TSh), Rachel Doohan (RD), Mel Fogarty (MF), Pahnia Baldwin (PB), Sarah Quantock (SQ) Apologies: Teneke Spencer (TS), Julia Koehn (JK), Siobhan Boffey (SB)	
2. Confirmation of Minutes of Previous Meeting Resolution: That the minutes of the previous General Meeting of Scarborough Primary School P&C Association on 11 th May be taken as read and confirmed as a true and accurate record.	Motion Carried
3. Business Arising from Previous Minutes 3.1 Scitech Event Sat 15 th August. Exclusive access including supervisor(s). Suggested ticket price \$23pp – if 200ppl that's \$1900 profit. Normal Scitech admission is \$26. Could do a tuck shop as well as pre-ordered food options. MF been in contact with IGA again for supplies. Food options: - food trucks in car park underneath (can bring the food into premises) - use their commercial kitchen and make our own food (biggest earner but a lot of work) - use external supplier such as Crust, Miss Maud's etc (Scitech deal with deliveries & with waste). Vote: Tuck shop to do crisps, soft drinks & ice creams (2 ice cream options - cones). Alcohol - \$100 service fee, liquor licence \$62 & all to be poured into open vessels as well as have an approved manager overlooking & someone with an RSA. Good earner. Optional extras: - Raffle - Silent Auction	3.1 ACTION: Determine ticket price and/or bundles. 3.1 ACTION: MF to discuss further with IGA 3.1 ACTION: TSh to draft a msg to go out to Whatsapp groups to see who has an RSA, who's an approved manager, who would be willing to volunteer on the night. Put it out this week so we can make a decision on alcohol being an option. 3.1 ACTION: PC to discuss live music

- Gold coin donation competition – e.g. similar to activities Sibs did at stargazing event. Colouring competition? Perhaps don't do bundle ticket+food. Instead order tickets and pizzas separately (due to pizzas not being a per person food option). 3.2 New Playground/Oval Revamp Not going to be able to progress until Farmers Market has commenced, so not until next year realistically. This is due to access points for the trucks – meat and fruit & veg vendors need to be on site to sell direct from the trucks whereas some other vendors trolley their goods in. In the interim some of the limestone wall of the new car park will be removed for access through to the handball courts. Basketball court would also be damaged over time and would likely require resurfacing approx. every 3yrs - costly. Need to get the markets established first and some money coming in from them in order to better understand required logistics for market access (trucks and foot traffic) before we can look into playground options. No point installing anything new or designing anything if needs to be ripped out in 6 months time. Candice Healthways will be attending term 4 – could assist us in this area – NOTE FOR MF 3.3 Sustainable Garden/Senior Outdoor Area Students were asked what they would like in this area – the tables were voted on – the older students do outdoor learning in that space. We have a grant which will be used for an indigenous bush tucker garden and mural of the 6 seasons. First and foremost this is a garden area so we don't want to then put play equipment back in. 3.4 End of term sausage sizzle Leftover produce from movie night to be used. SQ has reservations re: waste mgmt on the last day of school so we need to be organised and ensure all waste goes in bins. Decided on after school rather than lunch as less kids so, due to #of sausages left it needs to be first in best dressed. Sell for maybe \$3 each. Ask in chat if anyone available to help – need to potentially cook the sausages and serve. Senior sport is on in the afternoon so need to work around that for set-up. TSh, PB & EF can assist.	option with Shaun & Mikey. 3.1 ACTION: MF to discuss with Crust, decide 3 or 4 pizza options. 3.2 ACTION: Put an item in newsletter re: playground and Farmers Market. 3.4 ACTION: To defrost a batch of buns & see if they can be used. Also check supplies – sauce and # of sausages. 3.4 ACTION RD Ask Jonny if he is able to pre-cook the sausages.
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3.5 Containers For Change

CFC can collect the bin but we'd then only get 7c per container rather than full 10c.

We can take the bin out but needs to be monitored.

Lunchtime on a Thursday needs to be out and need a large bin liner in it so can then give the bin liner rather than actual bin.

They can then put \$ straight into an allocated account.

3.6 Farmers Market Update

TS is organising a list of tasks which will be put out to the P&C over next few weeks (to delegate).

MF had a meeting with the Marketing Manager from Market Life, Renee who advised we need to build our socials pages, marketing the stallholders, doing weekly feature posts, using local community groups. Also suggested doing regular newsletters to subscribed followers, perhaps weekly, stating vendors that week, weather forecast etc.

Stuart Aubrey to do a speech at the launch and engage media to be there.

Envisage 3 posts per week once market up & running.

A specific sub-committee to be organised so can delegate.

Site lay-out: Approx \$8000 to remove limestone wall & re-pave and put chained bollards in place.

Can use car park but slope is an issue for vendor tables and displaying produce.

Holding page is live – scarboroughfarmersmarket.com.au but being developed.

EOI for vendors – lots of applications & Market Life are working their way through these vendors. Current applications have a very diverse produce options.

Waste mgmt, traffic mgmt etc in progress but SQ was under the impression there needs to be marshalls each week from 4:30/5am to marshall trucks arriving. **ACTION** - Need to explore what other markets/schools do & what our options are. (Mt Claremont & Subi). **SQ** to get a contact for Subi school markets.

*See attached notes from TS provided and read out at the meeting.

3.7 Lawn bowls event

Both clubs provided dates previously.

3.8 Camp Australia Lease

3.5 ACTION RD to email contact at CfC & EF to organise the bin liners.

3.6 ACTION: MF/TS to look into a notice to neighbours re: Farmers Market

3.7 ACTION TSh to look into this more and get updated dates and plan.

Lease was renewed 2025 and it's for 2yrs. Space depends on square meterage so no room at present to take anything off their contract for us to use for external providers. 3.9 Christmas Gift/Cookbook Option 1 – DIY – Students write a recipe within class time. Vote on 4 or 5 per class then have them printed. Officeworks cost is \$17 to print per book. Could be typed up, doesn't need to be handwritten. Could do it in student groups rather than every student putting forward a recipe. Option 2 – Go through a provider and parents can access a link to upload their recipe and it is produced in a professional cookbook. The provider monitors the recipe options to ensure there are no duplicate recipes. Someone would need to oversee. This option could still be personalised in some way – sign a page or a drawing of the food or family eating. Example provider is Book Delisch.	3.9 ACTION MF & CE to explore a bit more. Needs to be finalised to put in orders early Term 4 as an end of year gift.
4. General Business 4.1 Use of screens and A.I. / Info Nights for families Can click on electronic consent links for more info on those specific platforms. SPS use education board approved platforms only. Search Engines still block keywords.	4.1 ACTION SQ to include an item on this in the newsletter and to see if we can get someone in to do a Q&A with school community for those that want it.
5. Reports 5.1 Treasurer's Report – Not prepared for meeting. Attached now. 5.2 President's Report – See attached report. 5.3 Principals report - Kindy speech screening went ahead and was very successful. 5 kids from each class offered group therapy sessions for \$50, within school hours so great additional support. Dept changed report template again so only a very small area to write personalised comments so the reports will be very limited/restrictive. Parent/Teacher meeting seemed to go well being a dedicated day rather than after school hours. There will be another in term 4. This will be a Friday so another long weekend for the kids. 5.4 Canteen Committee's Report - No report. All working well. 5.5 Uniform Shop Report – Will be going through 2nd hand items next week and any unclaimed will be donated to uniform shop.	

New jumpers order is unlikely to come before end of this term. Currently still being embroidered. Leisure pants are fairly slow sales. Resolution: That the attached reports be adopted.	
6. Correspondence: 6.1 Correspondence In 6.1.1 Kompan Playgrounds Play Equipment – N/A at the moment 6.1.2 Astra Street Furniture – Outdoor Bins Due to waste management and people coming on to site outside of school hours, we use bins that can be transported and put away. Resolution: That Correspondence In be received as per attached list. 6.2 Correspondence Out Resolution: That Correspondence Out be received as per attached list.	
7. Other Business 7.1	
8. Date of next Meeting: Weds 29th July at 6pm	
9. Meeting closed: 8:45pm	