 **AGM 3rd June**

**The Studios, Hope Street, Glasgow**

1. **Present**

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| Tony Rafferty | Aberdeen City |
| Colm O’Riordan (Deputy) | Aberdeen City |
| Sheona Craig | Clackmannanshire |
| Mel McGill (Deputy) | Dumfries & Galloway |
| Gordon MacDonald | East Dunbartonshire |
| Saddah Aziz | East Lothian |
| Joe McLachlan | East Renfrewshire |
| Simon Cunningham (Deputy) | East Renfrewshire |
| Alison Bowyer | Edinburgh City |
| Carrol Herbertson | Fife |
| Joanna Murphy (Chair) | Glasgow |
| Owen Derrick | Inverclyde |
| Ann MacDonald | Comhairle an Eileanan Siar |
| Billy Gibson | North Ayrshire |
| Charlotte Harrison | Orkney |
| Debbie Newlands | Renfrewshire |
| Cheryl Burnett | South Lanarkshire |
| John Rice (Co-opted) | South Lanarkshire |
| Julie Wild (Co-opted) | Stirling |
| Iain Ellis | West Dunbartonshire |
| Eric Lumsden | West Lothian |

**Apologies**

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| Bob Jones | Aberdeenshire |
| Jill Sloan | Dumfries & Galloway |
| Mary O’Connor | Dundee City |
| Jim Campbell | East Ayrshire |
| Douglas Chappelle (Co-opted) | East Dunbartonshire |
| Margaret Leitch | Falkirk |
| Linda Bradbury (Deputy) | Falkirk |
| Richard Porter (Deputy) | Glasgow |
| Fergus Weir | Highland |
| Alex Dunbar | Moray |
| Barrie Sheppard | North Lanarkshire |
| Jason O’Flynn | Perth & Kinross |
| Fiona Nicholson (Vice Chair) | Shetland |
| Morag Leslie Smith | South Ayrshire |
| Clare Carroll (Deputy) | South Lanarkshire |

**Vacancies**

|  |  |
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|  | Angus |
|  | Argyll and Bute |
|  | Borders |
|  | Moray |
|  | Midlothian |

**Also in attendance**

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| Clair Halliday | NPFS Admin |
| Joan Mackenzie (Minutes) | NPFS Admin |
| Gillian Evans | South Ayrshire |
| Heather Grossart | North Ayrshire |

**2. Minutes and matters arising**

* The minutes for the previous AGM meeting on 4th June 2016 were proposed by Debbie Newlands (Renfrewshire) and seconded by Saddah Aziz (East Lothian).

**3. Financial report**

* The forum discussed the costs and expenditure detailed in the report.
* It was noted that there had been overspend on the Review but this was covered by a lower spend on events, due to not hosting a conference this year.
* The costs incurred through claiming petrol and incidental expenditure will be broken down in future. Reps were asked to email requests for any other suggestions for cost breakdowns they would find helpful.
* The budget for this coming year is currently being processed and the planning will be roughly the same, but will cover a conference rather than the Review launch.
* Although the NPFS grant remains unchanged for this year, the forum need to investigate and consider alternative sources of funding to ensure flexibility. Children in Scotland will be helping with this.
* The leadership team would welcome any ideas for projects and/or collaborative working.

**4. Chair’s update**

* Joanna thanked everyone for their support; it had been a busy year of consultations and the Review had taken up much of the forum’s time.
* Plans for the coming year include:
  + a more parent council focused newsletter, as well focusing on social media channels such as Facebook for approaching schools. Reps were encouraged to continue with Twitter.
  + getting in touch with other parts of the Act, such as learning at home.
  + regularly updating and reading fortnightly updates.
  + Improving the accessibility of the nutshells e.g. audio, languages.
  + capturing the opinions of parents we don’t usually hear from.
  + investigation potential collaborations with other organisations e.g. Bemis
* Reps were asked to volunteer for any strategic points / projects that interest them, to make suggestions for potential collaborations and highlight topics where we should be providing input.

**5. Nominations**

* Joanna acknowledged the contribution Iain and Billy have made to the NPFS and thanked them for all their work. She also thanked Douglas, Julie and Richard, who are also standing down.
* There are plans to re-define the role of the reps and the leadership team and re-visit the co-opted role, as well as maintain a bank of people to consult on specific issues and policies. Reps were encouraged to recruit a deputy.
* It was confirmed that the current leadership team would continue. Saddah Aziz (East Lothian) was elected as another vice chair, proposed by Gordon MacDonald (East Dunbartonshire) and seconded by Alison Bowyer (Edinburgh).

The meeting was closed.