

St Agatha's PSA Minutes of Meeting

17th November 2025

8:00 PM at St Agatha's School

Current Committee:

Position	Name	In Attendance
President	Liz Cahill	Yes
Chair	Michael Myburgh	Yes
Treasurer	Agata Murray	Yes
Secretary & Governor Liaison	Cate Ryder	Yes
Committee Member	Camilla Raven	to be voted in at AGM
Committee Member & Lotto Lead	Matt Scott	No, apologies given
Committee Member	Tracy Dickson	Yes
Committee Member & Rep of Reps	Dinny Shaw	Yes
Committee Member	Toni Bradford	Yes
Committee Member		
Committee Member	Michalina Cichowicz	No, apologies given

1. Apologies

Apologies were received from Michalina and Matt.

2. Approval of Minutes

The minutes from the previous meeting were approved via email.

Approved minutes to be sent to school office to upload to the school website.

3. Welcome and overview by Chair – Michael Myburg

-We're doing well as a committee and have had positive feedback from parents.

-Items that school wish to purchase that are large expenses will be reviewed by Agata with Anna. She will then discuss costs/ timelines/ future proposals with Chair and secretary before proposals are brought to the committee. In this way, the committee has all the salient facts before being asked to vote.

-Debrief of fireworks: no lasers, keep going with real fireworks, rope off behind the roar den, create signs that property is at the risk of owners and the PSA has no liability (another PTA has had trouble with damaged property at an event and the parent requesting insurance pays).

4. Finance Update - Agata

-Update

We have £30,000 in the bank account (Sept to date)

Current account has £3,195.

-Welcome event made £57

-Fireworks made £800 (Treasurer will see all monies in once Cate has banked the cash)

-Donations received are £1556 (£1000 over from last year's accounts)

-Uniform sale made £899

-Lotto made £226

-Interest accrued is £63

-Planned expenses coming:

Panto in school (£405),

Electrician cost for installing sockets in shed (£186)

Fridge around £220

Michael to sign accounts

5. School priorities

-Agata to discuss with Anna

Washrooms for year 5+6. Either in 2 parts or at same time.

Fence for forestry area. Awaiting second quote as requested by PSA.

Garden open shed flooring. Awaiting second quote as requested by PSA.

Once details are obtained, minutes in subsequent PSA committee meetings will reflect voting and exact payments made to invoices.

6. Sports priorities

-Some parents have brought up lack of sports provision.

-St Agatha's is participating in a large range of sporting events, competitive and friendly and parents should check the social media for proof of this.

-Sports funding covers some things but not teaching cover and not sports strips.

-Sporting strips and potential sponsorship have been talked about in previous committee meetings.

-Michael and Dinny to investigate their contacts for potential kit sponsorship.

7. Smarties challenge

-Send out a final call for all tubes by Wednesday.

-Cate and Tracy to count and give results to Mrs Cahill who will announce the winner and give reward of extra playtime.

-Cate to give feedback to committee on results and bank cash with Fireworks cash.

8. Capacity

- We are doing a lot!
- We need to make a plan for reinforcing the message that everyone is a member of the PSA . It's in the presentation for the new families but maybe we can repeat it.
- We need a plan to sign people up to be helpers at events or willing to take on tasks to help the PSA run events for example.

9. Tesco's

- What is happening with the Tesco's community voting? None of us have seen it up and running for St Agatha's. Mrs Cahill to investigate.

10. Class reps

- Ducklings and Eagles do not have class reps.
- Currently Tracy has been asking ducklings parents to send out the messages. Olga has been sharing for Eagles but no one is coordinating their participation/ volunteers etc.
- To think of a plan going forward.

Christmas fair is an ongoing plan and we will hold another meeting before Dec 6th for fair planning only.

Next meeting: To be decided.

In the new year to plan for a new day of the week so Matt can join.

Any priorities, please message Cate or Michael.

Thanks all!