

## St Agatha's PSA Minutes of Meeting

13th October 2025

8:00 PM at The Queen's Head

### Current Committee:

Position	Name	In Attendance
President	Liz Cahill	No, apologies given
Chair	Michael Myburgh	Yes
Treasurer	Agata Murray	Yes
Secretary & Governor Liaison	Cate Ryder	Yes
Committee Member		
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	No
Committee Member	Beata Vaiciunaite	No, apologies given
Committee Member	Michalina Cichowicz	Yes

Also in attendance as a new joiner: Camilla Raven

### 1. Apologies

Apologies were received from Beata, Mrs Cahill and Matt.

### 2. Approval of Minutes

The minutes from the previous meeting were approved via email.

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

### 3. Welcome and overview by Chair – Michael Myburgh

-We have received a resignation from Beata due to work load. She will help as and when she can but travels for a new job and cannot commit as she wishes to. We are sorry to see her go but she was a valued member of the committee this year.

-Welcome to Camilla Raven who wishes to join the committee. She was invited by Cate (Sec) to see what being on the committee would entail. Camilla is well known to myself and Dinny and we are excited that she wants to join us.

-There is lots going on at the school at the moment and we have set up a good momentum with PSA events, newsletter and getting projects done.

-As a committee we would like to focus on some of our priorities in collaboration with the school. Traditionally, the PSA donations have been directed by School priorities however we would like to be able to have open discussions with school about things that as the representatives of the parents, would like to see done also. The focus will always be what would benefit the children.

-We will also continue our efforts to be open and honest with the parents about what their money is being used for. We will take time to consider requests and quotes and also be able to put questions about these to the school.

#### 4. Finance Update - Agata

-Update

We have £3,465 in the current account and £25,916 in the savings account including our £5,000 buffer.

-We are getting £33/month interest having moved our money into the savings account.

-Recent events:

Uniform sale £500

Welcome event £60 (due to expenditure on alcohol and games).

Lotto £100

-Request from school for Christmas theatre tickets. £690.00 and it is not VAT recoverable. :

**Voted unanimously YES**

- If school are able to recover the VAT, the PSA will be refunded that amount (as confirmed by Mrs Hernandez in person to Cate).

-Fireworks - all paid for upfront.

-Estate agent donation for billboards confirmed as paid by Harrison Jacks. £625.

#### 5. Fireworks

-All hands on deck as we need 16 volunteers. We have 12-14 currently.

-Michael to do risk assessment and TENS licence.

-Cate to send out comms ASAP to parents as we also have the Smarties challenge to coordinate over half term.

Price of tickets : Increase. Adults £8 and children £6. Evidence of other fireworks events shows our prices are still cheaper than others.

-Volunteers only will get a free ticket - Cate to email all volunteers to offer a free ticket.

-Cate to coordinate volunteers with arrival and duties.

-Committee stock take to do this Friday - alcohol, non alcohol and tea/coffee/hot chocolate. Tracy, Michael and Camilla volunteered.

-Popcorn to be bought in bulk and scooped on night rather than pre packaging in advance. Candy floss pots to buy. Cate has bought light up toys.

-Food - to do hotdogs. Use the hot water baths. Cate to buy heating blocks.

-Ailsa has done jumblebee link for fireworks

-Gabby has done posters for fireworks

## 6. Jumblebee Lead

-Ailsa has requested to handover the jumblebee lead this year after doing it for years. Thank you so, so much for doing it for this long.

-Michalina volunteered to take over! **Voted unanimous YES**

Cate to introduce Michalina and Ailsa for handover.

## 7. Smarties Challenge

-PSA would like to run the challenge over Oct half term to raise funds for upcoming projects.

-Cate to organise along the same lines as last year. Letter to school/ parents/ teachers to prepped. Tracy to help with sourcing, counting, and delivering to school. Much appreciated!

-No offer of raisins but parents can tell school if they don't want their children to have it. Nursery children will be included. Tracy to get numbers of pupils from the school office.

-Event to run Wednesday 22nd Oct - 14th November 2025. The class that raises the most will win extra playtime as agreed with Mrs C.

## 8. Socket for fridge freezer

Will has provided a quote for labour and materials. Shared with Michael. £186 total.

**Voted Unanimously YES.**

-Cate to coordinate with Will on installation before fireworks night. Michael to follow up with fridge/freezer purchase.

## 9. School requests from Mrs Hernandez involving forestry area and planters

-Cate and Michael to speak with Mrs Cahill and Mrs Hernandez about the requests and to ask for further quotes as the sums are significantly more than previously requested and the quotes are unclear and have little detail on them.

-The committee is very keen to pursue the development of the forestry area. We have invested a lot of time and energy into helping advance this most important project but we want to do our due diligence whilst enabling the kids to have this learning area as quickly and safely as possible.

-The committee were surprised about the Tesco's school scheme and felt that whilst it is a good opportunity for our school and probably unforeseen, it has led to a weak introduction to the forestry area development which we have been trying to build into an exciting project.

-Michael has a letter for the governors prepared to keep dialog open with the council.

-Going forward, the Committee would like Mrs Hernandez to make a presentation to us about large requests and participate in meetings with us if possible so that we can discuss with her and understand what she wants, why, when etc. This will help keep a productive relationship between the Committee and the School.

#### **10. Caterlink**

-We are keen to understand why we have renewed the Caterlink contract for another year. Presumably this is to align the MAT?

-Michael to speak with Mrs Cahill about this.

-Our children report that the food still is not good and has small portions.

#### **10. AOB**

-Tea towels - Skye will run this for the final year. No input from the Committee needed at present.

-My child's art - Julia is coordinating with the office - Cate to follow up in case.

-Disco ball in hall - Cate to discuss with Mrs H.

-Break the rules day - to discuss with Mrs Cahill.

-School sleepover - Mrs Chil is keen and the committee will support. To talk over in future.

-Michalina and Tracy - poetry book.

**Next meeting: November 10th - to organise Christmas fair !!!!!**