

St Agatha's PSA Minutes of Meeting

23rd February 2026

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	No, apologies
Committee Member	Toni Bradford	Yes
Committee Member		
Committee Member	Michalina Cichowicz	No, apologies given

1. Apologies

Apologies were received from Michalina, Matt and Dinny.

2. Approval of Minutes

The minutes from the previous meeting were approved via email.

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

3. Welcome and overview by Chair – Michael Myburg

- We have a good momentum going
- The forestry area is moving forward
- The murals are looking good and the kids love them
- The great Brainwave is moving forward and Camilla will present later
- The sports support group has been formed - Miss Ost, Mrs Hubbard, Michael and Matt. To look at getting helpers and applying for grants.
- Planters - the metal ones from Michalina's company will be delivered soon and the wooden ones will be constructed by Michael, Ed and Tony over Easter as the wood is wet.
- We will be clarifying commitment from the committee and spread the workload
- Michael will send out the AGM info for parents before the 4th March deadline.
- Ideally we'd like to recruit for 3 places on the committee.

4. Finance Update - Agata

We have £31,000 in the savings bank account (Sept to date). Including the untouchable £6000.

- Please send in all outstanding expenses and ensure the treasurer has your correct details so that once approval is made, expenses can be paid out.
- Outstanding invoices from school still to be received.

- There will be refunds issued to the relevant parties after cancelling the pub quiz. Cate to email those who bought tickets and ensure they send the correct and matching account details for a refund.

- We have outstanding lotto winners from previous months. Cate to email and ask if they want winnings or to donate.

- We have received £2000 worth of donations sept - date.

- £1312 from the uniform sales to date

- £740 from lotto

- £187 bank interest

- Murals - Claire to directly invoice the PSA as she is not VAT registered.

- Forestry area - school to invoice PSA

5. Movie night

- We made around £1000

- Learnings - we will split into KS1 and KS2 again if we have enough volunteers. We will also email out ground rules and expectations of behaviour. There will also be an official chill out zone. We need parents guarding the toilets at all times as there was a lot of messing around in there.

5. Pub quiz

- To assess appetite for rearranging at a different pub after Easter.

- Cate to email the Albert.

6. Great brainstorm

- Council reps organised the feedback after Camilla presented.

- There are some easy wins that we can get straight away. Some plans are a little more involved and some are a bit out of our league.

- Camilla to lead on the project and meet with SLT to narrow down the list.

- Some ideas which we can do are a chill out area, classroom board games, classroom bean bags and chair pockets and a themed day per term.

- Camilla suggested an assembly about what we can and cannot fund and why some requests are not viable - eg full sized footballs.

7. Suggestions

- Potential shift of school priorities and the effect of fundraising fatigue.

- Michael, Mrs Hernandez and governors to consider priorities and what school can fund and what PSA can fund which is more appetising to parents and children.

-The school formally withdraws their request for £10,000 for the year 5+6 toilet refurbishment. We await a formal request from school for funding and a breakdown from Mrs Hernandez as to what is needed, when and what for and who is contributing to what.

-May the minutes reflect that the committee are keen that the toilets are refurbished still as they are in a state of disrepair however Mrs Cahill now states that they will not be repaired over the Easter holiday and hopefully one will be done this academic year.

-The committee are keen to follow up on this as several members have children in the affected year groups.

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8. Social media

- Cate to put up information in the facebook and instagram pages of the PSA regarding the forestry fence and the murals.

9. AGM

-25th March 8pm at school.

-All parents invited

-Michael to send out information and formal notice 3 weeks ahead of meeting as per the legal requirements.

-Michael to include nomination information and also volunteer recruitment.

10. Additional

-Security cameras for school or motion lights.

-Need a deterrent. School is being damaged at night/ during holidays when children are not on site.

-? School or PSA to fund. To refer to the PSA constitution.

-We need to understand the ongoing commitment and the legal standing of videoing the alley/ on site.

-No vote taken. 1 quote received from Mrs Hernandez.

11. Parent emails

-The new email system sends all school emails to spam/junk box and parents aren't receiving information.

-Mrs Cahill to take information back tot he school office.

12. Summer fair

-We need a coordinator.

Cate and Camilla to look in to booking rides ASAP.

Next meeting: To be decided.

Any priorities, please message Cate or Michael.

Thanks all!

