

PTA Minutes

23rd January 2026



9.00am at GSA

Agenda	Notes	Actions
1. Attendees	<p>Present: Mrs Toner, Mrs Brunton, Colette McGarrigle, Anukware, Shauna Freeman, Rebekah Henry, Clifford Stevenson, Tawanda Mutiwanyuka, Tania Stewart</p> <p>Apologies: Jemma, Shami, Hazel, Heidi</p>	
2. Finance Report	<p>Currently £8642 in bank. £6500 Already allocated for future spend. Leaves £2k in pot.</p> <p>Full Report attached. (Income this year Discos £1043, Teas £37, Jolly Jars £263, Cake Sale £187)</p>	<p>Thank you to all members of our school community for your continued support.</p>
3. Previous Minutes, AGM, Communications and Christmas disco.	<p>PTA still looking for Co-Treasurer and Sustainability lead. Shauna to share PTA policies with community.</p> <p>Tania raised several concerns regarding the recent AGM and election process, including the clarity of communication, the availability of voting options, and the level of parent participation. She noted that although the AGM was advertised in the school round-up and on the PTA WhatsApp Community group as an in-person meeting, it was not explicitly highlighted that it would not be available online.</p> <p>It was acknowledged that this may have caused confusion for some parents. The committee agreed that future communications will state clearly whether online attendance or participation is available.</p> <p>We also discussed that decisions and outcomes from meetings are subject to change, and this clarification will now be added to future minutes to ensure transparency.</p> <p>Tania raised additional concerns about communication, particularly that some important information shared in the WhatsApp Community group is not always seen due to message volume. The committee agreed to begin pinning key</p>	<p>Committee to approach school community for the vacant roles.</p> <p>Shauna will seek further information and guidance on how voting can legally and practically be conducted at our AGM, including:</p> <ul style="list-style-type: none"> • What methods of voting are permitted under our current constitution • Whether any alternative or hybrid voting options (including pre-submitted ballots or online voting) can be introduced • What changes, if any, would be required to the constitution to allow broader voting methods • How Parentkind guidance and Charity Commission rules apply to PTA committee elections • Best-practice models used by other Parentkind-affiliated PTAs

	<p>information in the WhatsApp group so it is easier for parents to find and refer back to.</p> <p>The committee thanked Ms Stewart for raising these points and agreed that her feedback will help strengthen the PTA's processes going forward.</p> <p>Disco went well, lessons learned logged for future.</p>	<p>Shauna will review the relevant policies, consult the constitution, and gather guidance to support a clear, transparent election process.</p> <p>She will present findings and recommendations at the next PTA meeting so the committee can agree on an improved approach for future AGMs.</p>
4. Spending Plan 2026	<p>OPAL sun covers for summer. Caretaker has fixed dining tables, so no need to buy dining tables just yet. Funds to be allocated to caretaker's helpers.</p> <p>Some internal room alterations in key stage 2 on the cards, PTA can part fund basic things, although the Trust will cover majority of costs.</p>	
5. Upcoming Events	<p>World book day - 5th March - Looking at Willy Wonka style choc bars with golden tickets. Community to be approached for donations e.g. unwanted Christmas gifts.</p> <p>Mother's day liturgy - Friday 13th March. Florists to be approached.</p> <p>Non uniform, food bank donations and mental health movie night 12th Feb. Target price £5. Movie "Inside Out 2".</p> <p>The LCH Charity www.lchcharity.co.uk Sponsored event. Target date 1st May for Colour Dash / Spring foam party.</p> <p>Summer Fayre likely 10th July – to be confirmed.</p> <p>Preloved sale and waterproofs 6th Feb. Parents to be invited to pre-order if they can't make 3h30pm on Fridays. School needs to push sale of waterproofs as many children are unable to access OPAL muddy grounds.</p> <p>Family quiz on the cards. Popular demand.</p> <p>Cultural diversity - working group to be formed. Cuisine evening, events etc.</p>	<p>Rebekah</p> <p>Shauna / Colette</p> <p>Mrs. Brunton / Hazel</p> <p>Mrs. Toner</p>

	Mental health awareness week 11 th May. 15 th May wear it green day.	
Date of Next Meeting	17 th April – to be confirmed.	

Please note that plans, dates, details etc noted above can change subject to resources. Please check the GSA weekly roundup newsletter for updates.