

PTA AGM Minutes – 30 September 2026

Date: Wednesday 30 September 2026, 6:00–7:00pm

Present: Nic (Chair), Trina (Treasurer), Emily (Secretary), Dave, J.D., Rachel, Gemma, Claire, Martina, Dave R.

Apologies: None

1. Apologies

No apologies were received.

2. Minutes of the last meeting

The minutes of the previous meeting were briefly reviewed.

3. Chair's report

Nic read the Chair's report (see attached).

4. Treasurer's report

Trina read the Treasurer's report (circulated separately).

£4755.18 in revenue - £4311.69 expenditure.

Total annual profit was £443.49.

The current bank balance is £11,029.76

5. Election of officers

All nominations were approved unanimously:

Role	Elected
Chair	Nic
Treasurer	Trina
Secretary	Emily

6. Carols Round the Tree

- Due to risk assessments done by the school, 'Carols around the campfire' will become 'Carols around the Tree'.
Stalls and refreshments will be arranged by the PTA (Emily and Nic).
- Nic will coordinate the Christmas afternoon at school.

7. Feedback from school

- **Playground equipment:** PTA funds will not be used for this, as it would take years to raise enough.
- **IT equipment:** Rachel will obtain quotes for new IT equipment to benefit the whole school.
- **Thanks:** The school thanked the PTA, and Nic in particular, for the new procedures and risk assessments that allow T-Set to go ahead.
- **Community links:** The school wants to get more involved with the local community and Osbornes going forward.

8. Further discussion

Fish tank. The PTA currently pays for the school fish tank's upkeep, averaging over £700 a year, as the school budget cannot cover it. Rachel and Claire agreed the fish can be rehomed and the £700 redirected to other things that benefit the children. The space will become a sensory area with lights; Martina has designs and is contacting an aquatic shop to decommission the tank this term.

Curriculum enrichment. The PTA will continue to fund the big day out. The school will find suitable outside companies to visit this year for EYFS, KS1 and KS2. Rachel will ask Now Press Play about the cost of their headsets.

Fundraising events this year:

- Scarecrow trail
- School disco
- Carols Round the Tree
- Non-uniform day in exchange for bottles (date to be confirmed)
- Christmas lunch and Christmas jumper day on 17 December: the PTA will ask for jumper donations and sell them alongside pre-loved school uniform
- Present sale and wrapping in the afternoon (date to be confirmed)
- Possible movie night, subject to licensing
- Fab Bricks for future events

Northcamp event. This falls on the wellness weekend, so the choir will not take part this year.

Other funding. Match funding to be explored.

Sport: Sponsorship for team kits will be explored, with the PTA supporting updates to existing kit.

Reserves. The PTA needs to keep a buffer in the account; the amount is to be agreed.

Actions

Action	Owner
Get quotes for whole-school IT equipment	Rachel
Ask Now Press Play for headset costs	Rachel
Check PRS music licence	Rachel
Fish tank decommission and sensory area designs	Martina
Scarecrow trail	Trina and Emily
School disco	Nic
Carols Round the Tree (stalls and refreshments)	Emily and Nic
Christmas afternoon at school	Nic
Check whether a licence is needed for a movie night	Nic
Promote match funding to parents	Emily
Propose the reserve buffer amount	Trina
Set dates for non-uniform day and present sale	Committee/School

End of meeting.