

St Brides RC Primary School PC Meeting Minutes

Date: 22/01/2026

Time: 5PM – 6:30PM

Location: St Bride's RC Primary School, P6 Classroom.

Attendance: Joanne (HT), Colm (DHT), Jill Logan, Scott (PCT), Sarah (PCS), Laura (PCVC), Siobhian, Anne, Lyndsey, Steph, Nicole (new) & Caroline (new).

Apologies: Jenny, Anne-Marie & Lauren

Agenda & Discussions

- Celebrating success'
- This year's panto
- Wish-lists
- Glee t-shirts
- Leavers hoodies
- Netball strips
- Gala Committee
- Easter Fayre
- Constitution
- Nursery update
- HT update
- Meeting dates
- Other

Celebrating Success

- This past year the PC have delivered several successful events, raising close to £8000! This includes:
 - The Halloween Disco
 - Step Up for the Panto
 - The Christmas Fayre
 - Alongside extremely generous donations from Cowdenbeath Community Council (£500) and CR Smith (£700)
- This funding made it possible for the whole school to attend the Christmas panto at the Alhambra to see Snow White. Something that has not been done for many years.

- The new funds will help up buy more resources for the children, giving them better opportunities o learn and grow. This support will enrich their experiences and development withing St Brides.
- A big thank you to everyone in the school community, staff and PC members for all your contribution and hard work to make this year a success so far!

Panto

- This year's panto has been revealed at Peter Pan!
- The date we are looking at is the Wednesday 16th December 10:30am.
- This year we hope to have Starbright Nursery attending with the school, totalling around 250 tickets needed.
- Our aim is to book tickets ASAP. Booking tickets early helps us stay organised and secure good seats. By consulting with school staff, we can gauge the best spots for the children to enjoy the show.
- Once a decision is made on seating, Nicole (who has connections at the Alhambra) will look into securing our booking.
- We will also consult with Chloe on securing busses for this date and time once confirmed with the Alhambra.

Wish-Lists

- Wish-lists arrived later than anticipated which meant we didn't have time to look through them all and prioritise / budget them.
- Sarah has taken all the wish-lists home and will create a combined document detailing all the classes requests.
- This document will be shared on the PC WhatsApp for members to look through.
- More in depth decision making will be made and agreed upon at the next PC meeting which will now be 16th February at 5pm.
- Once agreed on what will be bought and costs included, this will then be actioned by the PC.

Glee T-shirts

- Glee members were asked to design new t-shirts for this years Glee competition. We're going for GOLD!!!
- Some amazing designs have been produced by the pupils and it has been narrowed down to 2 designs.
- The pupils who created these are now collaborating to produce the final design.
- Colm get a proof of the t-shirt designs and estimated cost and consult with the PC on acquiring these.
- We are estimating £400 for these.

Leavers Hoodies

- It has been discussed changing the colour / design of the new P7 leavers hoodies.
- This will be taken to the pupils and asked for their opinion.
- HT and DHT will collaborate with pupils thoughts on the new design to agree on what they will receive (considering school colours and visibility / easy identification of pupils)

Netball Strips

- New netball strips to be bought by the PC for the schools netball team.
- Balls for the netball team will also be bought by the PC.
- We are looking for a quick turn around on this as there are upcoming matches.
- Siobhian is currently getting quotes from suppliers and will update the members in the PC WhatsApp.
- Costs will be agreed and action taken after discussions with PC (most likely done through poll in WhatsApp to ensure quick turnaround).

Gala Committee

- This years theme for the Gala is the Commonwealth Games and will be held on Saturday the 13th of June, during school term time.
- It has been decided that a separate committee will be set up for the organisation of this. Current PC members Siobhian, Lyndsey, Anne, Steph, Scott, Sarah, Nicole and Laura have all expressed they would be to be part of this.
- Communications will be put out via SeeSaw to invite other parents / carers to join.
- Once we know an estimated number of members, logistics will be set up and put in place.

Easter Fayre / St Patrick's Top O' the Morning

- Originally recommend by HT having the Easter Fayre split over 2 nights in correspondence with the Parents Night (Tuesday 24th & Thursday 26th March).
- After discussions it was decided to have our easter fayre / event as a coffee morning on Friday 20th March. 'St Patrick's Top O' the Morning.'
- This will be in conjunction with the pupils having their 'Shamrock Shakes' in the afternoon of that date (in celebration of St Patricks Day).
- More discussions regarding the setup and agenda of this event to be held at the meeting on Monday 16th February 5pm.

- HT and DHT also requested the help of the PC for the ‘Shamrock Shakes’ event. PC agreed.

Constitution

- Scott has drafted NEW or EXPANDED amendments to the constitution. PC has agreed to put these in place.
- This includes:
 - Roles and responsibilities.
 - Executive committee meetings.
 - Scheme of delegation.
 - Special general meetings (SGM).
 - Equality and inclusion.
 - Conflicts of interest.
 - Adoption.
- Please see document.

Other

- Any decisions that need discussed and voted on between meetings to be added to PC WhatsApp. A poll should be used to gauge status of yay or nay votes. If yay / nay votes equate to over 50% the motion shall be passed. Suggested by Joanne and agreed by PC.

Nursery Update

- Please see document.

HT Update

- Please see document.

Upcoming Meeting Dates

<i>DATE</i>	<i>TIME</i>	<i>AGENDA</i>
Monday 16 th February	5pm	<ul style="list-style-type: none"> • ‘St Patrick’s Top O’ the Morning’ • Class wish-lists
Wednesday 11 th March	5pm	<ul style="list-style-type: none"> • Fundraising for the year
Thursday 23 rd April	5pm	<ul style="list-style-type: none"> • General PC meeting

