



St Brendan's
Primary School and Nursery
45 Barons Road
Motherwell
ML1 2NB

Parents Council Meeting

AGM

Date: **26/8/25**

Time:

Meeting chaired by: Lisa Hewitt

Distribution of Minutes:

All attendees
Catherine Sweeney
Motherwell Cllrs

Attendees:

- Mrs Oates (HT)
- Lisa Hewitt (Chair)
- Miss Burns (PT)
- Louise Curley
- Chloe Robertson
- Collette Feeney
- Kate Anderson
- Amy Burns
- Donna Matthewman
- Jennifer Harvey
- Kerry Pine
- Kirsty Middleton

Apologies:

- Karen Nailen



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1. Welcome

Lisa welcomed everyone to the meeting and thanked them for their attendance.

2. Report on the work of the Parent Council 2024/25

Lisa shared the Report on the work of the Parent Council 2024/2025 with everyone. See below.

CHAIRPERSON REPORT

This report details a summary of the Parent Council activity for the 2024/2025 school session.

Representing both the school and nursery parent body, along with Fr Rickland, our Parish rep and staff representatives from the school, the Parent Council met at least once per term. The dates for our meetings were set out for the year in advance and were shared with the wider parent forum via the school newsletter.

Throughout the year, these dates were also shared with followers of the PC/Fundraising Group Facebook page, striving to reach out to as many families as possible. The Parent Council has adopted an inclusive approach to invite and welcome everyone to the meetings.

In advance of each meeting an agenda was set out which covered various topics and always included the informative Head Teachers Report shared each time by Mrs Oates. Often, this report generated discussions which helped shape a collective approach where the Parent Council and School worked together on matters concerning the best interests of the children.

The key discussion points of the Parent Council for this last school year are summarised below:

1. Safety of the Children (focussing on parking & the school drop off)

Fr Ricky kindly offered to allow the side gate, leading directly from the church car park, to be used for the morning drop off. This massively reduced traffic on Barons Road and provided a safe alternative for children arriving at school by car. It also created a safer route for the school bus children. After an initial trial and after the Parent Council gathering feedback from families, it was deemed a positive move and Fr Ricky and the parish agreed for this drop off facility to continue. While a few challenges were presented in terms of parking etc, overall, it was a successful and welcomed option for families.

2. School Uniform

The Parent Council continued their work last year on our school uniform. Although no formal queries were raised by the parent forum on this matter, the Parent Council maintain that it's vital that our uniform is as affordable and accessible as possible. We engaged with the school and some of the children wrote letters which we shared with M&S and Asda who have always been the main high street suppliers of brown uniform items. This was an appeal for them to continue to supply brown after discontinuing their range. Unfortunately, M&S have stopped supplying brown altogether however Asda are offering some items online. The PC also worked closely with Miyo Schoolwear who agreed to increase their stock levels, keep prices at last year's rates (some even lower) and to come into school during the Creativity Showcase to take early orders, offering a 10% discount on the day.

3. Communication with the School

Throughout the year we worked with the school to spread important messages through our Facebook page. This joint approach was a bid to reach as many parents and carers as possible through all available communication methods. Key things were shared including important updates regarding the school closure in Jan '24 due to the storm damage and recruitment opportunities in the school. The Parent Council also communicated with the school



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around time of the sacraments to thank staff for all their efforts in making them wonderful occasions for the families involved.

4. Fundraising

The school fundraising groups were represented on the Parent Council again this year and we saw another impressive year of fundraising through various initiatives. As of today (26/08/25), the balance of the fundraising account is £6,977.24 in the bank & £194.45 in the cash float giving a total of £7, 171.69. Kate Anderson, Chair of the Parent Fundraising Group will provide the breakdown of activity of the funds.

3. Financial Report

Kate shared a breakdown of the financial report 2024/2025

50/50 Club: £505
Halloween Disco: £940
Summer Fayre: £1677.25
Asda Cash-Pot: £591.61
Donation: £70
Christmas Stalls: £120

Total Raised: £3904

Last year our fundraising was spent on:

- Primary 7 Hoodies: £57
- Communion Gifts: £70
- Swimming Buses: £1080
- Leavers ties for P7 & Nursery: £220.50
- School Let for Halloween Disco: £35.20
- 11 New iPads: £3579.25
- Account Charge: £25.50

N.B. In the 2024/2025 school year, it was agreed that the sum of approx £3,500 would be paid to cover the cost of ipads for each class which will be used as tool for recording ongoing learning journeys of the children. It was hoped that the invoice would have come through in June but at this stage it hasn't been received so this amount will be deducted from the £6,977.24 currently in the bank as soon as it's received.

4. Review of Parent Council Constitution

Lisa shared and explained the Parent Council Constitution with the group before decisions were made regarding membership for 2025/2026

5. Parent Council Membership & Vacancies

Decisions were discussed surrounding the vacancies of the Parent Council 2025/2026 and new members. The following roles were decided.



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Chair: Lisa Hewitt will continue with her role as Chair of the Parent Council for the second year*

Vice Chair: Donna Matthewman

Secretary: Karen Nailen

Member/Nursery Representative: Amy Burns

Member/Fundraising Group Representative: Kate Anderson

Member: Chloe Robertson

Member: Louise Curley

Member: Kirsty Middleton

Member/Church Representative: Collette Feeney

Clerk: Ann Cassidy

School Reps: Collette Colton/Erin Burns

*Lisa Hewitt noted that she won't opt into standing as Chair after this year so that someone else can have the opportunity.

5. AOCB

No items were raised under AOCB