



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

Parents Council Meeting

Date : 20/01/26

Time : 18.00

Meeting chaired by: Lisa Hewitt

Distribution of Minutes:

All attendees
Catherine Sweeney
Motherwell Cllrs

Attendees :

- Mrs Oates (HT)
- Mrs Colton (CC)
- Miss Burns (EB)
- Lisa Hewitt, Chair (LH)
- Donna Matthewman, VC (DM)
- Chloe Robertson (CR)
- Louise Curley (LC)
- Kirsty Middleton (KM)
- Kate Anderson (KA)
- Amy Burns (AB)
- Cllr K Duffy (KD)

Apologies: Karen Nailen, Colette Feeney



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1. Welcome

LH welcomed everyone to the meeting, especially all the children who attended, representing the various groups and committees within the school.

2. Pupil Voice Committees

Tonight's meeting welcomed representatives from each of the Pupil Leadership Groups within the school. The children spoke about the work they do and told the PC about some exciting future plans/activities from the groups. We heard from:

- The Eco Committee
- The Sports Committee
- The Pupil Council
- The Reading Committee
- The Rights Committee
- The Mini Vinnies

Some of the things planned are:

- Wellbeing Day – proposed for 13/03/26
- World Cup Themed day – proposed for June '26
- Aiming for 'Gold' reading award
- Fair Trade Coffee Morning – proposed for 06/02/26

It was lovely to hear all the wonderful things the groups do. We are grateful for the contributions from the pupil led groups and all they contribute to the school.

2. Review of Previous Actions

- 2nd form of ID to be provided for the PVG process – action completed
- Parent Council profile to be created for school website – action carried forward
- Feedback on new homework format – action carried forward as too soon for feedback

3. Fundraising Group Update

Next Fundraising group meeting planned for 25/01/26. Then the group will tie in with the school for future events. Litter pick activity more or less covered the cost of the buses for the panto and there was a profit of approx. £700 from the Halloween Disco.

Lots of other fundraising events coming up so the group might have to limit activity so not too much is being asked of families.

Suggested idea of a fundraising calendar for next school year so that school fundraising activities, parent fundraising group activities & P7 parent activities all tie in and plan together so there's no clashes.

Left over snack items from Halloween disco still in date. KA going to hand into school for a tuck shop to use the stuff up before going out of date and then going to waste.



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P5 swimming – every year the fundraising group pays for the buses for the P5 swimming lessons. KA advised of an opportunity to extend the swimming block from 6 weeks lessons to 12 weeks. This would be hugely beneficial to non swimmers/weaker swimmers. School concerned about additional cost. Action agreed to look at bus costs and cost per pupil (which would be payable by parents). More to follow on this.

Future expenditure still to come out of account for this school year:

- P5 swimming bus cost
- First Communion gifts
- P7 ties for high school
- Contribution towards P7 leavers hoodies

4. Head teacher update

Pupil Profiles – positive feedback on the Pupil Learning Profiles that were launched before Christmas. These are a digital log of your child's learning and shows what they've done in their school year. Some discussion around not all parents being aware of them or knowing how to access them. They were sent out at a busy time of year and not sure how many families have engaged with them yet. PC agreed to promote via their facebook page.

17 new children enrolled for P1 in August. 10 placing requests to come to the school. 3 placing requests out. These numbers will mean 1 x P1 class and 1 x P1/2 class.

Staffing update given.

Funding secured for new science equipment.

Learner conversations taking place in P5 at present and will be ongoing.

Additional funding of £20 per child from NLC – this will be used to buy in new literacy and numeracy resources.

Mrs Oates discussed the Catholic Schools Religious Observance motion currently being discussed. Specifically, the separation of religious observance and religious education. Current political discussion at present.

Carol Service – positive feedback again this year. Thank you to all staff for preparing the children for this again.

Parent Portal – almost all families have now been signed up to parent portal. The school asked that the Parent Council reshares any important/relevant notifications that come through parent portal on our facebook page so messages are reaching as many families as possible.

Office Appointment – Mrs Cogan appointed to the position in the school office and Mrs Oates recognised her positive contribution so far.

5. AOCB



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LH advised that Karen Nailen is standing down as Secretary of the Parent Council due to other unavoidable commitments. LH thanks Karen for her support and contributions to date. Agreed the post will remain open for now given how far through the school year we are and will fill at the AGM in August.

Action list

Action	Who
Parent Council profile to be created for school website	Collette Feeney & Parent Council
Parent, Pupil & Teacher feedback on the new homework format to be collated for next meeting	Parent Council & Mrs Oates
Fundraising Calendar to be created for next school year	Led by school with input from Parent Fundraising Group
Costs & logistics to be reviewed for extending P5 swimming block to 12 weeks for final decision	Mrs Oates & Kate Anderson
Raise awareness of Learning Profiles on facebook page	Parent Council