



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

Parents Council Meeting

AGM

Date: **25.8.26**

Time: **6pm**

Meeting chaired by: Lisa Hewitt

Distribution of Minutes:

All attendees
Catherine Sweeney
Motherwell Cllrs

Attendees:

- Mrs Oates (HT)
- Lisa Hewitt (Chair)
- Miss Burns (PT)
- Chloe Robertson
- Collette Feeney
- Asma Ahmed
- Rachel Galloway
- Rowena McAvoy
- Fiona Johnstone

Apologies:

- Louise Curley
- Amy Burns



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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 2025/26

Lisa shared the Report on the work of the Parent Council 2025/2026 with everyone. See below.

CHAIRPERSON REPORT

This report details a summary of the Parent Council activity for the 2025/2026 school session.

Representing both the school/nursery parent body, along with our Parish Rep and staff representatives from the school, the Parent Council met at least once per term for the 2025/2026 school year. 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 and were promoted to the followers of the PC/Fundraising Group Facebook page throughout the year. This enabled us to reach out to as many families as possible. The Parent Council continued to encourage attendance at the meetings and adopted an inclusive approach to welcome everyone to the meetings.

In advance of each meeting an agenda was set out which covered various topics. Every meeting consistently featured the Head Teachers report delivered each time by Mrs Oates. This detailed report gave insight into the goings on in the school, particularly around improvement plans, budget, staffing and any other matters concerning the best interests of the children. The Parent Council would like to acknowledge and thank Mrs Oates for her openness and willingness to share key matters with the group. We've valued this open approach and are grateful for the positive relationship held between the Senior Leadership in the school and our group.

The key focus areas of the Parent Council for the last school year are summarised below:

1. Pupil Voice Committee Showcase

We opened our first meeting of the school year by welcoming child representatives from the school Pupil Voice Committees. The children were given this platform to showcase the wonderful work they do in their groups. During the showcase we heard from the Pupil Council, The Rights Respecting Group, The Sports Committee & The Fair-Trade Committee to name a few. It was a pleasure to listen to how confidently and passionately the children spoke about their achievements and their plans for the school year.

2. PVG Disclosure Checks for all Parent Council & Fundraising Group Members

NLC introduced new guidelines which asked that any parent volunteer from these groups who could potentially be involved in activities with the children, would need to go through the full Disclosure process. We took swift steps to adhere to this new policy and can confirm all members now hold valid PVG certificates.

3. The Cost of the School Day



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Throughout the year there were various discussions which always kept us mindful of the cost of the school day and the financial burden faced by families today. We suggested introducing a fundraising calendar to ensure there's never any cross over of requests from the school, the fundraising group or the P7 parents if/when fundraising for the P7 residential trip each year. We felt this would be a more manageable approach, and the school is working on implementing this. We also worked closely with Miyo School wear which resulted in the discounted uniform open day held in the school and the generation of an online discount for parents to use online for a period in June.

4. PC Member Attendance at External Sessions

Karen Nailen represented the Parent Council at the 'Connect' session arranged by NLC Education & Families. This was a consultation meeting for the service improvement plan focussing on Leadership, Attainment & Achievement, Well Being & Inclusion and Attendance & Engagement.

Lisa Hewitt & Collette Feeney attended the Criterion Led Selection training course which will enable either of them to represent the parent body on the interview panel for future senior management positions in the school.

5. Homework

This always stays on the agenda as both the Parent Council and the school have actively sought opinions from the wider parent forum on this topic. This year feedback and opinion was 50/50 for and against the current format. The school are committed to trialling different approaches where feasible, but our committee acknowledges that there doesn't seem to be a 'best fit' solution.

The parent council would like to express our thanks to Mrs Oates and her staff for another successful year at the school. We'd like to acknowledge the effort and commitment from the staff for the beautiful occasions of all three Sacraments and for the amazing summer show that included all children in some capacity. The show gave so many children the opportunity to showcase their talents but more importantly developed their creativity and confidence. It was an absolute joy to watch and created such a positive buzz among families.

We'd also like to express our continued thanks to Councillor Kenneth Duffy who has once again supported the school's efforts and consistently attended and contributed to our Parent Council Meetings. It's been very much appreciated.

Finally, after two years at Chairperson for the group, I'll be standing down from the role. I will however still take part in the group's efforts and look forward to the year ahead.

3. Review of Parent Council Constitution

Lisa shared and explained the Parent Council Constitution with the group before decisions were made regarding membership for 2026/2027. All agreed the document remains suitable and no amendments needed.



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4. Parent Council Membership & Vacancies

Lisa confirmed that she was stepping down as Chairperson but still willing to support the Parent Council. Mrs Oates and the members of the Parent Council wanted to say a special thanks to Lisa, who has served as Chairperson for the last two years. Mrs Oates expressed her appreciation to Lisa for all the hard work, commitment and dedication that she has shown in this role.

Decisions were discussed surrounding the vacancies of the Parent Council 2026/2027 and new members. The following roles were decided.

Chair: Colette Feeney

Vice Chair: Lisa Hewitt

Nursery Representation: TBC

Church Representation: Fr Rickland

Secretary: Chloe Robertson

Member: Rowena McAvoy

Members: Amy Burns

Member: Rachel Galloway

Member: Asma Ahmed

Clerk: Not to appoint (as advised by NLC as post under review)

Future dates for the Parent Council meetings for the school year ahead are:

Tues 29th September

Tues 10th November

Tues 19th January

Tuesday 27th April

Tuesday 8th June

5. AOCB

No items were raised.