

Stow Parent Council AGM

Monday 29th September 2025

Present: Robert Reid, Niome Lucjan, Eleanor Dearden, Jess Day, Julie wood, Sarah Cornes, Katy Birchall, Finlay Hetherington, Magda Robertson, Kat Custard & Victoria Stirling.

Apologies: Ruth Leckie, Tracy Waddell and Marion Healey-Smith

	Actions	Responsibility
Welcome		
NL welcomes everyone		
Review of previous minutes		
Forwarded by SC and seconded by JW. Minutes approved.		
Matters arising		
NL states that it has become apparent that the previous AGM minutes stated that it was an informal meeting. Office bearers will be formally voted again tonight.		
Chairperson's report		
Thanks BR for transition to online banking. Good year reintroducing fundraising back to PC. Special thanks to Sarah and Alex Cornes for organising the first fundraiser of the School year in December. Increased engagement seen within the school. PC Funded transport for trip to the zoo. May cycling fundraiser was a success. Thank you to all who attended to support this. Parent council is working closely with MR. Regular meetings between JD and MR were held throughout the previous academic year. Success in athletics competitions during summer term. Grow £5 project was a success – thanks to JW for facilitating this.		

Looking forward to future fundraising, particularly towards outside play equipment. More on fundraising in main meeting. Hoping to increase attendance at meetings and would like feedback on accessibility of meetings and preferred format. NL thanks all office bearers for their work this year. Also thanks to MR for working with us.		
Treasurer's report		
Currently 2 accounts Treasurer's account would not allow online payments. Now have business account with funds transferred over. Now only £91.25 in treasurer account. Planning to transfer remaining funds to Business account and close Treasurer's account asap to work solely from new business account. Will need to have input from historic signatories to action this. £6599.01 currently in Business account. £499.43 in cash float. Closing balance overall is £7189.69 with £1228.17 unallocated. Over £1000 allocated for defibrillator, but this will be returned as previously agreed, due to logistical issues. Funds still allocated to smart board and online library subscription. Main spending last year was £600 towards zoo trip transport. Actions – Closing treasurer's account and purchasing sum up machine. Cost is around £20 to purchase and takes £1 per transaction. NL votes for machine and JD points out that will likely take in more funds with Sum up machine as people often do not have cash. No objections raised. ED asks about Easy fundraising. JD will send out link to Easy Fundraising as new parents may not be aware.	Close Treasurer's account and remove former signatories Reminder about Easy Fundraising to be circulated	BR JD

Constitution update		
Insufficient people present have reviewed this document so will come back to this at a later date.	Recirculate constitution	NL
Safe guarding policy		
Not currently one in place. NL has produced a policy for approval at the meeting. NL nominated herself as safeguarding lead as she has training. All present are happy for NL to take on this role. Majority voted in the safeguarding policy. VS asked if policies could be shared on school website. MR advised that there is not enough space for many documents to be displayed here and other website providers are too expensive. FH suggested an alternative, which MR will look into.		
Re-election of office bearers		
ED proposed JD and NG as co chairs & KC seconded NG proposed VS as secretary KC seconded. All present voted in favour. BR was formally elected at previous EGM so does not need to be re-elected at this time.		
Kids club update - KB		
Successful fundraising and summer club. Great attendance. Just recruited 3rd member of staff. A funding application has been submitted to reduce the daily rate to £9.50 and to start a breakfast club, which would be at a cost of £2. NL thanks Katy for her update and wishes her luck with the funding application.		

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