

Stow Parent Council AGM

Wednesday 16th September 2026

Present: Niome Lucjan, Jess Day, Magda Robertson, Kat Custard, Victoria Stirling, Julie Wood, Sarah Cornes, Victoria Cassidy, Tracey Stewart, Fiona Playfair, Laura Thompson, Hannah Millar & Kimberly O'May.

Apologies: None

	Actions	Responsibility
Welcome		
JD welcomes everyone to the meeting.		
Review of previous minutes		
No issues raised. NL proposes that previous minutes are approved, seconded by KC. All present happy to approve previous minutes.		
Matters arising		
No matters arising		
Chairperson's report		
JD provided a summary of activities over the past 12 months. Noticeboard purchased and installed, Christmas gifts purchased for all pupils and raffle at the Christmas play. We have also been successful in securing funding for new play equipment for the school playground.		
Treasurer's report		
NL presented a brief treasurer report. Position is still vacant. The process of updating the bank account to add JD and NL as signatories is underway. Treasurers account balance still sitting at £115. Current account balance is: £15273.57 The majority of this money is currently ring fenced. Unrestricted funds of around £500.		

A deposit of £12000 has recently been received for playground equipment. We are waiting for the remaining funds from the funding application to be released. The total amount towards playground equipment will be £20000. Once all funds have been received, we will move forward with ordering and installation. JW reports that the P7 class from last year chose not to take money towards leavers activities.		
Constitution update		
As numbers attending meetings have been so small quorum requirement reduced to 3 at both AGM and general meetings to ensure that quorum is met. Required number for parent members of parent council reduced to 4. Update around office bearer positions. Three office bearers are still required including treasurer and either secretary and/or chairperson with further office bearer roles including notetaker and treasurer's assistant. All present agreed to proposed changes.		
Election/re-election of office bearers		
VS is stepping down as secretary and the treasurer has already stepped down so 2 office bearer positions are now vacant. JD nominated by NL as chair, seconded by KC. FP and LT nominated by NL as secretary, seconded by JD and KC. NL nominated by JD as treasurer, seconded by KC. All present in favour of above appointments.		
AOB		
None		
End		

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