

**Shipbourne Primary School**

**Parent Teacher Association Registered Charity No. 1094459**

**COMMITTEE MEETING MINUTES**

**10<sup>th</sup> June 2025**

- 1) Welcome members present:** Tricia Kerwin, Holly Crowhurst, Victoria Harbour, Mike Gibbon, Yoshi Clark, Alison Brown, Terri Daters, Brendan Walton, Lorraine Walton
  
- 2) Apologies:** Harry Wright, Becky Morris-Tarry, Anri Martis
  
- 3) Matters arising:** The Committee has called an emergency meeting to approve the change in Treasurer of the PTA. Harry Wright has stepped down as Treasurer with Victoria Harbour taking over the role with immediate effect.

Committee member Juliet Martis could not be present at this meeting but approved the change.

All members present approved the change.

- **Bank account**

The PTA bank account was linked to the former treasurer Nick Browns personal account at Santander.

Victoria Harbour has opened a new Shipbourne PTA Community Bank account with Metro Bank with Yoshi and Alison also named on the account with access.

All members present approved the transfer of all funds from the old PTA bank account to the new Metro PTA bank account.

Victoria, Yoshi and Alison are awaiting bank cards in the post linked to the account which will enable ease of purchasing goods for events etc.

Victoria has set up the following email address to be used for treasury related matters in the future; [shipbournePTA\\_treasurer@outlook.com](mailto:shipbournePTA_treasurer@outlook.com)