

Shipbourne Primary School

Parent Teacher Association Registered Charity No. 1094459

ANNUAL GENERAL MEETING MINUTES

11TH February 2026

Present – Terri Daters, Holly Crowhurst, Yoshi Clark, Alison Brown, Victoria Harbour, Nicola Baker, Anri Martis, Sophie Osman, Emily Allen, Juliet Martin, Joanna Corcoran, Brendan Walton, Tricia Kerwin, Mike Hilder, Lyndsay Allen, Felicity Hayton-Vernet, Fran Kamupira.

Present on Teams – Dave Bevan, Sara Groves.

- 1) Apologies** – Harry Wright, Katerina Plucknett-Nixon, Lorraine Walton.
- 2)** Minutes of the last committee meeting were approved.
- 3) Matters arising from the Minutes** – no matters arising.
- 4) Chair's Report for 2025/2026**

Holly gave a summary of her time as PTA Chair for the past 5 years, and how the school and our children have benefited greatly from the funds raised. She emphasised that this is made achievable by all year groups helping in any way they can, and that team work is the key to success. Holly announced that she will be stepping down in her role as Chair which will be taken over by Sophie Osman.

Please see attached for full Chairs Report.

- 5) Treasurer's Report for the year ending 31/12/25 and confirmation that accounts are sent to Charity Commission annually.**

Tori gave her Treasurer's report, confirming that the current PTA funds as of 31st Jan 2026 stand at £13,459. Tori lists the sources of income and expenditure for the last year and confirms that the annual returns for the financial year ending 31/07/2025 were submitted to the Charity Commission on 11/02/2026.

Please see attached for full Treasurer's Report.

- 6) Constitution Agreement and Election of Officers and Trustees of the Committee; Chair, Secretary, Treasurer, Ordinary Committee members.**

Sophie Osman was elected the role of Chair.

Victoria Harbour and Juliet Martin were jointly elected the role of Treasurer.

Alison Brown was elected the role of Secretary.

Terri Daters, James Lown, Anri Martis, Mike Hilder, Emily Allen, Lorraine Walton, Brendan Walton, Yoshini Clark, Felicity Hayton-Vernet, Holly Crowhurst, Joanna Corcoran, and Sara Groves were all elected Ordinary Committee Members.

Special Business

7) Policy ratification

All Present agreed that the current PTA constitution and policies will stand as they are with no changes to be made.

8) Events for this academic year

- Easter Disco- Wednesday 1st April at 2.30pm
- Summer Fete- Saturday 4th July 11am-2pm
- Sunday 13th September- Family Social
- Saturday 7th November- Fireworks and Bonfire Party 4.15-6pm
- Wednesday 16th December- Christmas Craft and Party afternoon 1.30pm-3pm

9) School spending wish list for this academic year

- PTA contribution to the coach for the end of year school trip
- Balance equipment for the playground costing £8000-9000.
- Alternative provision for pupils. Next year more sensory provisions and climbing equipment for the hall will be needed. This could be bought by the school then refunded by the PTA when funds become available in the next financial year.

The school wish list was approved by all present.

10) Dates for committee meetings

- Tuesday 5th May 3.15pm-4.15pm in the Fairlawne classroom.
- Tuesday 10th March 3.15pm-4.15pm in the Fairlawne classroom.

Any Other Business

11) Other Business

A working party is needed to build the new PTA shed on the playground. Date confirmed Sunday 15th February.

All sheds in the playground need repainting and the old PTA shed needs repairing and repainting. The fence around Tinley also needs repainting along with all benches. Potential dates for this requested by Brendon are Monday 1st June or Monday 15th June from 7am until 9pm to make the most of the daylight.

The wildlife garden needs a full regeneration with groundwork to be done. It would be good to have the children involved in this process during school or in an after-school club.