

Friends of Stewart Fleming School PTA

AGM 06/10/2025, Minutes

Vicky Smith, Co-Chair (VS) gave introductions and welcomed everyone in attendance. She introduced Jon Norman and Kate Clough, who have been co-opted as Co-Treasurers since February, and invited attendees to vote on their formal election as Co-Treasurers. This was passed by a majority vote.

VS went through the Chairs' report, in particular running through the events held over the last year, including the funds raised through each event, as outlined in the Treasurer's report. She thanked all those in attendance for their support in making the events such a success. Particular thanks were due to Amanda Bromley for her work developing the baking team and leading on bake sales, and on secondhand uniform sales.

Kate Jarman, Co-Treasurer (KJ), ran through the rest of the Treasurer's report, highlighting the balance of funds in the PTA account at the end of the year. She outlined that the Board have agreed to keep £5,000 as reserves to support this year's events, leaving nearly £14,000 in funds to be spent on projects and equipment for the school.

KJ introduced the Board's proposed expenditure for the school for the 25/26 year; Mrs Lincoln (RL) then gave a presentation to expand on how the school would like to spend the allocations, as follows:

- £300 to be allocated for each teacher in the school to spend. RL proposed that teachers spend this on resources to support classroom 'zones of regulation'. This will mean that the expenditure is consistent across the school, on resources that support every class, and the implementation of zones of regulation as part of the school development plan. This will also hopefully minimise teachers spending their own funds on these kinds of resources
- £2,000 will be allocated for expenditure proposed by the school council. RL proposed that the school council can purchase additional equipment for the playground, in addition to the wider playground capital improvement works planned for this year.
- £4,000 will be used to purchase and develop outdoor learning stations and resources to allow teachers to move formal learning beyond the classrooms. Areas earmarked for improvement include the area by the sandpits in the KS1 playground, and the fenced-off area outside the year 3 and 4 classrooms

There were questions and further discussion about the proposals, following which a majority agreed that they were happy for PTA spending in 25/26 to be guided by these proposals.

A question was raised about funding of the Pioneer Passport activities. RL noted that thanks to grant funding secured by Miss Coss, this is funded for this academic year, but that PTA support could be required in future.

VS thanked Hawking class parents and carers for the feedback they gave to the PTA based on a class survey. She noted that the PTA board members can be contacted directly at the stewartflemingpta@gmail.com and treasurersfpta@gmail.com email addresses. There is also a PTA Instagram account, in addition to the Facebook page.

She explained that the decision not to run Christmas fairs is due to the difficulty getting volunteers at such a busy time of year, combined with poor weather and the associated financial risks, and said that the Christmas discos are designed to give the children a fun event to look forward to at the end of the autumn term. Andrew Archer, Co-Chair (AA) and VS noted suggestions for sharing updates on what the PTA have funded, including a board in the school reception area, and the board agreed that regular updates would be shared.

VS encouraged parent participation, and noted that should a class or year group want to run an event, they can come to the PTA for funding and support. the PTA may run a parent and carer skills survey later this year to identify potential additional support for activities.

It was discussed whether the class rep system was the best way of sharing PTA updates and announcements. Alternative systems like an opt-in WhatsApp group were discussed, as well as the GDPR implications of alternative comms methods. It was agreed that the class reps system worked fairly well, and a new volunteer stepped forward to act as rep for one of the reception classes.

Finally, a majority voted to accept the new PTA constitution. This will support further development such as registering the PTA for gift aid.

RL and the board members thanked everyone for coming.