



Preface

I can't believe we're already in October! Time is flying by, so I wanted to share the minutes from last month's AGM and a few thoughts as I take on my new role as Chair.

The PTA has done some incredible work in raising funds to support our school, and I'm pleased to build on the fantastic work of Christina and Victoria. Over the past 2 years, their energy, passion and determination have rallied us to raise almost £30,000 – an amazing achievement!

That money has gone directly into improving our school, with a particular focus on transforming our IT provision with new laptops and a Wi-Fi upgrade benefiting every child. A heartfelt thank you to them both. We're lucky they'll stay actively involved as class reps (and with tuck shop & social media too!).

By way of intro: I'm a proud mum to our daughter in year 3, wife, and dog-mum to our mini schnauzer. My background is in Marketing and CSR, and I have taken this role on, as I care about creating events and experiences that help our children thrive during their time at St. Cuthbert's.

Our aim is to raise £10,00 in fundraising this year to support the following 2025/26 Investment Priorities

- Continued IT support (more laptops/iPads).
- Year group grants for classroom materials.
- Main focus: KS2 playground & field upgrades – Creating improved and new play zones for outdoor play, learning & wellbeing.

Alongside volunteering & attending events, we'd love parent support in:

- Sponsorship: approaching local businesses / grant funding.
- Landscaping & groundworks: design & construction expertise to help us with our Playground Vision
- IT support: Do you want for a company that can provide donations or grants for iPads (to boost app-based learning like AR, NumBots & TTRS).

If you can help, please contact us via the PTA email

The easiest way to support us is signing up to Easyfundraising – most major retailers are included and a % of what you spend goes directly to PTA, at no extra cost. [easyfundraising.org.uk](https://www.easyfundraising.org.uk)

If we all do our little bit, I know we can smash our £10,000 target this year.

Thank you all in advance for your support!

Sam



St Cuthbert's Catholic Primary School AGM Minutes: Wednesday 17th September 2025

*"We are a Catholic community, living and learning in faith.
Through the Gospel values of faith, hope, trust and love, we aim to recognise individuality and enable
each other to fulfil our potential"*

Present:

Names withheld for DPA reasons as these notes are posted onto the school website under the PTA section.

Please note that any actions will be abbreviated to initials only and the secretary will check actions at the next PTA meeting.

- ✓ AR; AM; AB; VT; NM; CS; NW; HC; CC; PS; JH; KS; HP; NE; LL; ED; VF
- ✓ Apologies CH & CP

AGENDA

1. Formal Election of our new chair for 2025/26
2. Annual Review of Revenues & Expenditure
3. Calendar of Events for this Academic Year
4. Outline of Plans for this Year's Christmas Fayre

1. Formal Election of our New Chair for 2025/26

- ✓ Current Chair, Christina Sturgess and Vice Chair, Victoria Try are officially stepping down from the roles this year and we wanted to say thank you so much for your amazing dedication and hard work to the roles over the last 2 years.
- ✓ Proposal & votes for new PTA Chair – Sam Balloch
Treasurer: Alice Moore
Secretary: Vanessa Kennedy
Trustee: Ben Williams
Social Media Manager: Victoria Try

2. Annual Review of Revenue and Expenditure (AM)

- ✓ 2024/25: PTA's target aim was £10,000.00 for the year
- ✓ £14,000.00 was raised in total with big activities including: -
- ✓ Donated Funds to School: £19,000.00 for laptops, wifi upgrade etc
- ✓ Current Bank Balance: ██████████

3. PTA Project/Spend Commitment to School – 2025/26

- ✓ £10,000.00 goal to aim for fundraising this year
- ✓ Project/proposal ideas for the school this year are:-
 - **Upgrade part of the KS2 playground** for Sen learning/children (this was already committed to from last years budget) **£1000.00 budget**
 - **Laptops:** currently classrooms are sharing laptops so we would look at committing to buying another 10/5 laptops and 5 iPad. **IT Budget: £6,000.00**



- **Grant of £500 given to each class** to use it for their Wishlist. **Class Wishlist: £3,000.00**
- **Big Project:** should have some surplus funds to be able to invest in upgrading key areas of KS2 playground. The 'Olaf Scheme' is about upgrading the outdoor learning spaces and making these more fun and encouraging the pupils to embrace outdoor learning more. Ideas like mud kitchen, lego areas and updating the trim trial as this has been reduced heavily.

Actions:

- ✓ Outdoor Learning Project: could look at getting funding from places like Strodes College.
- ✓ 'Groundworks Company: they are one of the Christmas Fayre sponsors so could look at asking them if they can do a discounted price for the KS2 playground

4. Non- Fundraising Events: 2025/26

- ✓ Buds Day: £200 was made from hotdogs
- ✓ Mags Day
- ✓ Englefield Green Fayre
- ✓ Sports Day

5. Calendar of Events: 2025/26

- ✓ **Tuck Shop (Fundraiser):** CS is going to lead this and they seem to have enough bakers now for this year!
- ✓ **Macmillan Coffee Morning (Fundraiser):** Friday 25th September am
 - Second hand uniform sale at the event. We are looking at having a dedicated uniform coordinator which EDis happy to lead on.
 - Message was sent out on the newsletter to advertise to parents for branded uniform donations and not grey/white uniform
- ✓ **Inset Day: Chessington World of Adventures (fundraiser):** Friday 1st October
 - 50 tickets sold
 - Looking at distributing tickets week commencing 29th September
- ✓ **Storage Clear out – DATE CONFIRMED SATURDAY 18th OCTOBER 10am -12**
 - The PTA storage needs a good clear out and sort through ready for Christmas fayre
 - Nikki Eaves is going to be leading this and has sent out a pool to volunteers to suggest certain dates
 - This will become a regular term activity
- ✓ **Woodland Trust donation: 30 Saplings (fundraiser?)**
 - Trees due to arrive between 4- 14th November
 - Looking at doing an activity with these potentially on 13/14th November
 - CP to lead
- ✓ **St Cuthberts Tea Towel Event (fundraiser)**



- SB & NE to lead this
 - 210 children in total and the school are going to get the children to create pictures of themselves which then will be submitted to the company that will create stickers on tea towels out of this
 - School will look at doing this instead of Christmas cards this year
 - Timescales: These pictures will need to be done before October Half Term?
- ✓ **Christmas Panto (fundraiser): Tuesday 9th December 7.30pm**
- Secure 70/80 tickets this year in royal circle
 - VF to lead
 - Will start adverting this to parents after October half term
- ✓ **Tesco/Waitrose Fundraising Schemes:** SB to look into this
- ✓ **PreLoved uniform** – ED will support this year, but we will need a successor to come alongside, as she will leave the school this year.
6. **Christmas Fayre Plans (fundraiser):** Sunday 23rd November 12 – 4pm
- ✓ Class responsibilities will be:-
- EYFS: Tombola
 - Year 1: Raffle (rainbow hampers and other raffle prizes)
 - Year 2: Crafts (t-shirts)
 - Year 3: Sweets
 - Year 4: Food/Cakes
 - Year 5: Games etc
 - Year 6: Grotto (Santa)
- ✓ Mufti Day in exchange for a bottle is 21st November!
- ✓ Christmas Jumper Swap Day: HP to organise this **Action:** confirm date
- ✓ **Action:** need to get a person dedicated to being a 'Sponsorship Coordinator' so that they can coordinate with companies for Christmas Fayre sponsorship etc
- ✓ **Action:** We will need someone to co-ordinate the bank and manage PTA pounds