Friends of SS Peter & Paul Catholic Primary School
Parent Teacher Association
Registered Charity No. 1201911

ANNUAL GENERAL MEETING

14th OCTOBER 2026

Held in the School Hall at 7.00pm

AGENDA

1] **Ordinary Business**

Attendees: Laura Adams (Co-Chair), Hanna Brewis (Co-Chair), Natalie Thackray (Secretary), Mr Power (Headmaster), Matt Brown (Treasurer), Jo Cybaniak (Volunteer - Marketing & Comms), Hannah Rosebury (Volunteer), Gemma Baldanza (Volunteer - Marketing & Comms), Amy Weaver (Volunteer), Gemma Williams (new volunteer), Claire Perkis (new volunteer), Amanda Butcher (new volunteer).
Apologies: Natalie Watts (Volunteer), Amy Can (Volunteer), Ruth Gilmore (Volunteer), Dave Baxter (Volunteer), Wayne King (Volunteer), Avril McLeer (Volunteer), Fiona Sinfield (Volunteer), Emma Dickinson (Treasurer).

2] **Minutes from the Annual General Meeting held on 24th September 2025** were reviewed, there were no actions to discuss or take forward in today's AGM. FOSPAP Meeting Ordinary minutes can be sourced throughout the school year to see progress of events and activities within the Committee.

3] **Chair's Report for the year ending 31st August 2026**
Co-Chair Laura presented the chairs report, highlighting another successful year for FOSPAP.

- Fundraising profit increased from £10,737 to £14,245, an increase of almost £3,500.
- The Summer Fair was the largest fundraiser, generating £3,743.51 profit. The Colour Run raised £2,340.77, while the Christmas and Rainbow Hamper Raffles raised a combined £1,732.42.
- Match funding contributed £1,724, and two successful grant applications were secured.
- Funds supported a wide range of school resources and pupil experiences, including iPads, music lessons, SEND resources, Young Voices, the travelling pantomime, yoga and classroom improvements.
- A £5,000 contribution towards a new outdoor classroom, including a firepit, was approved.
- Successful events included the Spooky Disco, Colour Run, Summer Fair, Christmas card workshops, school shops and seasonal raffles.

The Co-Chairs highlighted ongoing challenges, including rising costs, volunteer recruitment and the need for greater staff participation.

Priorities for the coming year include maintaining existing school commitments, increasing Gift Aid and match funding, pursuing further grants, recruiting volunteers and developing an aspirational fundraising project. Succession planning for the Chair/Co-Chair role was identified as a priority, with a proposed year-long transition and mentoring period.

The committee thanked all volunteers, school staff, sponsors and the wider school community for their support. Special thanks were given to Emma Dickinson for her four years of service as Treasurer. Fiona Sinfield was welcomed as a new volunteer.

The full Chairs Report is available on the school website.

4] **Treasurer's Report for the year ending 31st August 2026**

The Treasurer, Matt Brown, presented the financial report for the year. Income has risen 58% based on the previous year, big events were drivers of this (Colour run and summer fair). Overall the bank balance is looking very healthy, although we have agreed that £5000 of this is allocated towards the outdoor class room & fire pit. Matt will look to remove Emma as Trustee of the charity, investigate payment options (replace Sum-Up) and add Hanna and Laura on as bank mandate approvers.

5] **School Report - review from Mr Power**

Mr Power expressed the school's gratitude to all FOSPAP members for their continued voluntary support. He highlighted the positive community spirit created by FOSPAP events, which bring together the school, families and wider community. He emphasised that FOSPAP continues to play a vital role in supporting school funding and enriching pupils' experiences.

Mr Power also outlined the financial challenges facing the school, explaining that it receives approximately 88% of the funding expected for a one-form-entry school due to deprivation funding calculations based on postcodes. He noted that falling primary school pupil numbers are a significant local concern, with SS Peter & Paul being the only school in the area that consistently maintains full capacity.

FOSPAP Meeting Ordinary minutes can be sourced throughout the school year to see requests and purchases made by FOSPAP.

6] **Election of Officers and Trustees of the Committee:**

There was one additional nomination for the 4 existing roles, that was for a co-secretary. The Co-Chairs, secretary and treasurer stood down and volunteered to be voted into the roles for school year 26/27. They were voted in by the members present:

- Co-chair - Laura Adams (seconded Matt Brown)
- Co-chair - Hanna Brewis (seconded Natalie Thackray)
- Co-secretary - Natalie Thackray (seconded Gemma Baldanza)
- Co-secretary - Gemma Williams (Hannah Rosebury)
- Treasurer - Matt Brown (seconded Laura Adams)

Other Roles:

Jo Cybaniak and Gemma Baldanza agreed to remain as marketing and communication leads. Natalie Watts and Amy Weaver will work together to build a grant calendar and start to look at grant applications.

End of AGM.