St George's Catholic Primary Voluntary Academy Annual General Meeting

Registered charity number: 1168122

Minutes of meeting held on 2 October 2025 at 6:30pm, St George's Catholic Primary Voluntary Academy, Sudbury Hill, Harrow, HA1 3SB

Chair: Helen Arthur
Committee attendees: Noreen McGuire (PSA Co-Chair & Newsletter/Communications), Deborah Lee (Secretary), Ania Konieczna, Dorota Wegrzyk, Natalie McDaid
Apologies: Dorota (Kasia) Pawlowska (PSA Co-Chair), Warren Patterson

Introduction – Helen Arthur

Welcome and thank you to all parents and carers for attending. The meeting was opened with a prayer for Hanna Magda, a recent student a St George's who sadly passed away. Our thoughts and prayers are with Hanna's family at this sad time.

Approval of 2024 AGM minutes – Deborah Lee

A summary of the FY24 AGM were presented, with minutes approved.

Summary of funds spent and draft accounts for the year ended 31 August 2025 – Deborah Lee

An overview of the draft accounts was presented to the meeting. An overview of the funds spent included:

- Subsidised school workshops
- Subsidised theatre tickets
- Playground equipment
- Christmas gifts for each class
- Easter egg hunt prizes
- "Fat Thursday" Lenten celebration
- Year 6 SATS celebration
- Year 6 leavers BBQ
- Miscellaneous: storage, school books, display boards, end of year awards, lecterns and educational equipment

A full receipts and payments account is attached at Appendix A.

Suggested funding for current financial year – Helen Arthur

- Prayer garden (phase 2)
- Musical instruments
- Refresh of library/class books
- 60th Anniversary – School photo
- Memorial for Allen and Hanna

PSA Co-Chair Welcome – Noreen McGuire

Welcome and thank you to all for attending. Overview of the role of the PSA, how it benefits the children at St George's through its fundraising efforts and, critically, the importance of all parents / carers input to ensure a strong PSA/school community culture continues and allows us to continually deliver a full calendar of events year after year for the good of the school and all our children alike.

With a number of key members having left the PSA Committee last year and doing so at the end of this year, the PSA Co-Chair stressed the importance of others taking up these roles going forward, or becoming a class rep, or just helping out when you can, as the PSA runs on volunteer power.

Condolences were offered to Hanna Magda's family on behalf of the PSA and our sincere thanks to Hanna's mother (Wioletta) for all her hard work and commitment to the PSA in recent years.

Everything the PSA does this year will be in memory of Hanna Magda and Allan Noronha RIP.

Approval of PSA Committee 2025/26 – Noreen McGuire

The following nominations were proposed and subsequently approved:

PSA Position	Names	Nomination	Seconded	Approved
Co-Chair	Kasia Pawlowska	Deborah Lee	Dorota Wegrzyk	Y
Co-Chair	Noreen McGuire	Ania Konieczna	Natalie McDaid	Y
Secretary	Deborah Lee	Noreen McGuire	Dorota Wegrzyk	Y
Treasurer	To be advised*	-	-	-
Deputy Treasurer	Natalie McDaid	Deborah Lee	Noreen McGuire	Y
Co-fundraisers	Noreen McGuire (acting) / TBA	Deborah Lee	Natalie McDaid	Y
Publicity	Noreen McGuire	Natalie McDaid	Dorota Wegrzyk	Y

Class Representatives 2025/26 - Noreen McGuire

A full list of class representatives, as at Appendix B, were tabled and will be uploaded on to the school website. The full list will also be shared with each year group electronically.

Proposed Events Schedule 2025/26 – Noreen McGuire

Presentation of the Events Schedule for 2025/26 was provided, as at Appendix C. The events schedule will also be shared with each year group electronically.

Future PSA Meetings

Provisional dates for PSA meeting to include class representatives:

1. 10 November 2025
2. 13 January 2026

3. 28 April 2026

Meeting close 7:45pm

***Post AGM update – Treasurer role filled/approved by PSA Committee on 27th November 2025 as follows:**
Name(s): Mustafa Saai and Zahra Hasan (Co-Treasurers)
Nomination: Noreen McGuire
Approved: Dorota Wegrzyk

Appendix A

St George's Catholic Primary School PSA

Charity Registration 1168122

RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR TO 31st August 2025

	2025 £	2025 £	
RECEIPTS			
Events			
Fairs	19,899		
School Discos	5,569		
Movie Nights/Bingo/Easter Egg Hunt	2,578		
Christmas Cards	0		
Miscellaneous - Commission Items	0		
Donations	250		
TOTAL INCOME		**28,296**	
PAYMENTS			
Events			
Bouncy Castles	(1,284)		
DJ's for Discos	(1,140)		
Christmas & Summer Stall Expenses	(2,303)		
Tuck	(2,146)		
Catering	0		
Toys	(1,102)		
Bar	(1,293)		
Event Decorations	(84)		
Misc	(2,192)		
TOTAL EVENTS EXPENDITURE		**(11,543)**	
PROFIT FROM EVENTS			**16,753**
10% Contribution to School Hardship Fund to support vulnerable families		**(1,675)**	
EXPENDITURE on School Items			
School Workshops / Theatre Tickets	(1,876)		
Playgroud Equipment, Storage, School Books, Educational Equipment	(952)		
Speech Therapy	0		
ICT Equipment	0		
Life Bus	0		
PSA Insurance	(172)		
Misc Items (Lectern, Token Tube Collector, School Shop Supplies, Marble Statue, Display Boards, End of Year Awards, Health Books)	(4,112)		
TOTAL EXPENDITURE FOR SCHOOL ITEMS		**(7,111)**	
School Care Fund Contributions 2022/23 & 2023/24		**(3,658)**	
TOTAL PAYMENTS		**(22,312)**	
EXCESS OF RECEIPTS OVER PAYMENTS		**5,984**	
Cashbook as at 1st Sept 2024		34,296	
Excess of Receipts & Payments		5,984	
Cashbook as at 31st August 2025		**40,280**	
Bank Balance as at 31st August 2025		40,280	
Less Outstanding BACS		0	
Cashbook as at 31st August 2025		**40,280**	

Appendix B

Class Representatives 2025-26

RMU	Zahra Hasan
RMA	Sylwia Kwiakowska
	Monika Dunne
1L	Agata Lazarewicz
	Sarita Rodrigues
1N	Noreen McGuire
	Kamila Tybursk
2MI	Tati Martins Kennefick
	Suzanne Semedo
	Sylwia Garus
2R	Agata Michalewicz
	Joanna Strugala
	Minal Roy
3F	Fiona Murphy
3OH	Paulina Sekula
	Eve McKenzie
4C	Kat Matuszczyk
	Ilona Dymek
4OS	Dorota Wegrzyk
5R	Marlene Pestana
	Tati Martins Kennefick
5Z	Solange Sayah
	Julie O'Sullivan
6B	Symone Adjei
6H	Minal Roy

Appendix C

PSA Calendar 2025/2026

SEPTEMBER 2025

3rd September	return to school
15th September	**PSA committee meeting**
26th September	Macmillan coffee morning

OCTOBER 2025

2nd October	**PSA annual meeting**
10th October	Coffee morning for new reception parents
22nd October	Bend the rules (last day of school before half term)

NOVEMBER 2025

3rd November	Return to school
10th November	**PSA meeting (with Class Reps)**
14th November	AUTUMN DISCO (re-scheduled from Oct)

DECEMBER 2025

12th December	Xmas Fair, Xmas jumper and photo, Santa
19th December	Xmas Colours Day (last day before Xmas break)

JANUARY 2026

5th January	Return to school
16th January	Bingo Night
22nd January	**PSA meeting (with Class Reps)**

FEBRUARY 2026

6th February	Valentines Disco
12th February	Fat Thursday
23rd February	Return to school

MARCH 2026

13th March	Bingo Night
27th March	Bend the rules (last day before Easter)

APRIL 2026

13rd April	Return to school
17rth April	Easter egg hunt
23rd April	St. George picnic
28th April	**PSA meeting (with Class Reps)**

MAY 2026

4th May	Bank Holiday
15th May	Spring disco
22nd May	Pizza Day for Year 6

JUNE 2026

2nd June	Return to school
12th June	Bingo Night

JULY 2026

4th July	Summer fair
TBC	Y6 BBQ (run by Y5 parents)
17th July	End of school year