St George's Catholic Primary Voluntary Academy PSA Annual General Meeting ("AGM")

Registered charity number: 1168122

Minutes of meeting held on 5 October 2026 at 6:30pm, St George's Catholic Primary Voluntary Academy, Sudbury Hill, Harrow, HA1 3SB

Chair: Helen Arthur (Headteacher)
Committee attendees: Noreen McGuire (PSA Co-Chair & Newsletter/Communications), Marlene Pestana (PSA Co-Chair), Deborah Lee (Secretary), Mustafa Saai (PSA Treasurer), Zahra Hasan (PSA Co-Fundraiser), Anna Konieczna
Apologies: Natalie McDaid (Deputy Treasurer), Dorota Wegrzyk

Introduction – Helen Arthur

The Chair welcomed attendees and thanked parents, carers and volunteers. Thanks were given on behalf of the school for all the events held last year, together with the funds raised. The funds are vital to the school to enable a mix of educational resources, playground equipment as well as various celebrations, which would not have been possible due to school budget cuts. Special thanks was given to the PSA Co-Chairs for scheduling and preparing the documents for the AGM and their ongoing commitment.

Approval of 2025 AGM minutes – Deborah Lee

A summary of the FY25 AGM was presented, with minutes approved.

Summary of funds spent and draft accounts for the year ended 31 August 2026 – Mustafa Saai

An overview of the draft accounts was presented to the meeting. In summary, the total income for the year ended 31 August 2026 was £28,846, expenditure totalled £13,478, resulting in total profit of £15,368. An overview of the funds spent during 25/26 school year included:

- Prayer Garden Mosaic project (£3k)
- Maths resources (£2k)
- Reading books refresh (£2k)
- Electrical Piano & Musical Instruments (£2k)
- Reception outdoor area update (£1.5k)
- Memorial Benches (Allan & Hanna RIP) (£1k)
- Christmas Panto / Gifts for each class
- Easter egg hunt prizes
- "Fat Thursday" Lenten celebration
- Year 2 chicks 'hatching' kits

- Year 6 SATS celebration
- Year 6 leavers BBQ
- Stock for the Discos, Bingo Nights, Christmas and Summer Fairs, Colour Run

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

Suggested funding for current financial year – Helen Arthur

- Air conditioning for the remaining half of the school and some central areas – fee quotes currently being obtained, with quantum of funding to be agreed
- Curriculum enrichment - a budget of £1,000 for each year group for chosen educational projects/learning experiences
- Sports week – PSA will fund this key week in the school calendar in 2027 (which includes GB athletes visit, range of sports related activities)
- Playground equipment upgrade
- Anti-racism workshops
- Xmas school Panto
- Welcome mass/gifts for Reception (c.£300)
- Year 2 chicks (hatching kits)

PSA Co-Chair Welcome – Noreen McGuire

The PSA Co-Chair welcomed and thanked parents and carers for attending. An overview was provided of the PSA's role, its benefits for pupils and the importance of parent and carer involvement.

The PSA continues to run on volunteer power. There are two key objectives that the PSA works towards:

1. To raise invaluable funds for the benefit of pupils; and

2. To build a strong school community.

Request for all parents and carers to consider how everyone can help. For example, attend meetings and events, offer time and assistance such as being part of stall rotas at events, donating prizes, becoming a class representative or part of the PSA committee next year.

Proposed Events Schedule 2026/27 – Noreen McGuire

The proposed schedule of events was presented and is included at Appendix B.

Additional uniform sales are held at regular intervals throughout the school year.

Approval of PSA Committee 2026/27 – Noreen McGuire

The following nominations were proposed and subsequently approved:

PSA Position	Names	Nomination	Seconded	Approved
Co-Chair	Noreen McGuire	Deborah Lee	Mustafa Saai	Y
Co-Chair	Marlene Pestana	Noreen McGuire	Zahra Hasan	Y
Secretary	Deborah Lee	Zahra Hasan	Noreen McGuire	Y
Treasurer	Mustafa Saai	Deborah Lee	Noreen McGuire	Y
Deputy Treasurer	Natalie McDaid	Noreen McGuire	Mustafa Saai	Y
Co-fundraisers	Zahra Hasan	Noreen McGuire	Deborah Lee	Y

Publicity	Ola Bielinkski	Zahra Hasan	Noreen McGuire	Y
Newsletter & comms	Noreen McGuire	Zahra Hasan	Mustafa Saai	Y

Class Representatives 2025/26 - Noreen McGuire

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

Future PSA Meetings

Provisional dates for PSA meeting to include class representatives:

1. 9 November 2026
2. 25 January 2027
3. 26 April 2027

Meeting close 7:20pm