



William Penn School

Parent Teacher Association

Registered Charity No. 1134936

PTA AGM MEETING

Monday 28TH September 2026

MINUTES

ORDINARY BUSINESS

1) Apologies for absence: Tamsyn Richards, Michelle Dancy, Sarah VS

LIST OF ATTENDEE'S:

Rachel Kerry
Steph May-Hills
Katie Eversfield
Rachel Osgood
Chloe Betts
Harriet Buckley
Mr Brookes
Mrs Constable
Hannah Wakeling
Emma Mitra
Hayley McKay
Claire Nunweek
Lizzy
Abi
Zara Grace mum?

MINUTES FROM AGM MEETING SEPT 2025 ALL OK – SIGNED BY 2 OTHER PTA MEMBERS TO AGREE THEM.

2) Chair's report for last academic year 2025/2026 -

RK read from her report – copy to go on school website & attached to this.

3) Treasurers report for the year ending July 2026

KE read her report and gave figures. Copy to go on website and attached to this.

SMH Agreed all ok and RO seconded

4) Election of Officers and Trustees of the Committee

- Chair – RK. Nominated by SMH and seconded by rest of group
- Secretary – SMH. Nominated by RO and seconded by rest of the group
- Treasurer – KE. Nominated by RK seconded by the rest of the group. ***KE is going back to work full-time in January 27 after her maternity leave so may hand over to someone else***
- Other Officer(s)
- Ordinary Committee members – CB, HB & RO to remain as committee members.
Have explained to committee members and normal members. If anyone else would like to be a committee member, then email us.

5) Reviews

- Of current constitution and confirmation of any amendments – Agreed some meeting may take place on zoom on occasion. We need a minimum of 4 committee members at a meeting.
- Of current policies and confirmation of any amendments – All ok

6) AOB

- Next PTA meeting Monday 12th October at 3:30pm. Will discuss Disco and Fireworks.
- Project for this year is potentially a 'pop-up swimming pool' for the summer term. Mr Brookes looking into costs etc and will update us.
- Library to be officially opened on Friday 23rd October by John Milne MP.
- Terracycle scheme – need a member of the PTA to take this over from Joy Carter. Abi showed interest in doing this so will discuss further. Lizzy mentioned that there is another company 'little recyclers' that do the same as 'Bags2Schools' and pay 45p a KG.
- Class reps all in place and our main way of communicating PTA news and school news. Finally – A BIG THANK YOU from Mr Brookes. Thanked everyone for all their support to the school. PTA relationship with the school is a positive collaboration, with the same vision. Everything we do is massively appreciated.