Glendale Primary School

Parents' Council AGM

Minutes

16th September 2026

Present

Parents / Carers	School
Humera Aslam (Chairperson)	Rhiannon Gallen - Headteacher
Sarah Raza (Vice Chair)	Ceire Pickup – Principal Teacher
Lisa Cowan (Treasurer)	Gillian Lloyd – Principal Teacher
Arfeen Suleman (Joint Treasurer)	Miss Rooney- Acting Principal Teacher
Robyn McLean (Secretary)	
Asma Jumaa	
Samina Waseem	

1. Chairpersons Report:

    - Humera outlined the purpose of the AGM, explaining that office-bearer roles would be restructured and new members welcomed and elected.
    - The key achievements of the Parent council over the last year were discussed. These included:
        - The Winter fair, helping to organize and raise £3185 for the school
        - P7 waffle stand at the leavers disco
        - Retirement gift for Mary
        - Continuous support of school events and activities
    - Discussed were the ways in which the parent council could recruit new members and it was agreed that information leaflets would be created by Robyn and distributed at the Culture Café on Wednesday the 23nd of September.
    - Future priorities were identified as: Fundraising and raising awareness of the PC. It was agreed that a bake sale would be arranged for parents night. Parent council members will create a stall and rota to enable this.

2. Treasurers Report:

- Lisa outlined the incomings and outgoings of the parent council funds over the last year.
- The current balance is £1831.
- The Parent Council aim to raise an additional £1000 this year.
- Lisa shared that she has a potential lead on a funding opportunity that will be pursued this year.

3. Headteachers Report:

    - Mrs. Gallen shared Glendale Primary news and updates.
    - The Head Teacher's report is attached for parents/carers who wish to read it.

4. Parent Council elections:

    - Humera explained the office bearer roles of the Parent Council and what they entail.
    - Each role was offered up to the existing and new members of the parent council.
    - Sarah Raza was voted in as Vice Chair.
    - Arfeen Suleman was voted in as joint treasurer.
    - Humera will remain as Chairperson, Lisa as joint Treasurer and Robyn as Secretary.
    - New parents were voted in as ordinary members.

5. Parent Council admin:

    - The Parent Council discussed administration changes to be made including recent policy changes that require all PC members to have PVG (Protection of Vulnerable Groups) membership. It was decided that Anjum and Robyn would deal with the admin surrounding PVG memberships and data storage. Robyn agreed to undertake the training available on "Connect"

6. Date of next meeting:

    - The next Parent Council meeting will take place on the 21st of October at 5:30pm