

**HSA AGM**

Tuesday 7th November 2017

**Meeting minutes:**

**Present:** Neil Midgley, Deb Mather, Annie Clarke, Kelly Hersey, Freshta Amiri. Alison Riggott

1) **Apologies** – none

2) **Welcome** and thankyou from Mrs Hersey, Mr Watson and all the teachers for all the help and support from the HSA.

3) **Minutes from Last AGM** – Matters arising - **Charity Status** – This still needs applying for – We could follow the PTA version. **ALL** – look at the PTA version and see what is involved and who can complete it.

4) **Chairs report** + **review of last year**: *Discos* – from now on to do a whole joint school disco instead of split years.

- *Film nights* – The film nights work well and are easy to run. They are for all family members. Continue to offer juice and crisps with the ticket price. Look into having a stall in the reception to sell sweets if there are any left over from previous events.

*Table top sale* - The table top sales have worked well, and have been popular. They are good community events too. For the upcoming Table top sale there is one trader booked on, and all the tables have been sold. FUTURE – look at obtaining some more tables. **KELLY** – To add on parent pay more tables available – people can use the picnic tables from school.

*Summer Fayre* – This worked very well with the infant school, and was a successful event.

*Bake Sales* – these are continuing to do well; we had a lot of donations for the last bake sale.

*Sheffield Childrens Hospital* – They are coming into the school to tell everyone where all the monies raised goes. And to thank the children for choosing them as the chosen charity for the school this year.

*Art Auction* – It was a popular event – they all sold at auction and there were some prints sold. We could look at doing this again for the Christmas fayre. **KELLY** – will speak to the teachers about this.

*Sahra’s garden* – Bents green – can come and help build the willow den. We need to buy some bedding plants, look at making raised beds. Mosaic tiles that the children made need installing within the area. A shopping list has been made of what’s needed – it all needs pricing up. **KELLY** – Will contact Arnold Lavers and Pagets for quotes.

Make a list of Garden centres / allotments – to make a request for any donations or plants & costing - **ALL**

**Plans for the coming year:**

1. *Foodbank* – There have been lots of donations, **ALISON** – to take a photo and put on facebook.
2. *Homeless Christmas Shoebox Appeal* – Each class will do a shoebox to donate, and children can bring in a completed shoebox as well. **KELLY/ STUDENT COUNCIL** – they could print out the information about this event and advertise this. Each class needs to pick which shoebox they are going to do – Rough Sleepers, the Elderly, OR 16-25year olds. **Class parents** – could they do a wrapped box for their class and help with organising this.

The class reps needs emailing about this – once each class has chosen which box they are doing. – **WHO?**

**ANNIE** – will print a poster for this on the HSA board.

1. *Table Top Sale* – Sunday December 10th 2017
2. *Class enterprise* – Can ask the class parents to help with running these stalls at the Christmas Fayre.
3. *Film night* – 6th December 2017.
4. *Christmas Fayre* + Christmas Jumper Day – 14th December 2017 - – Raffle – Send home 1 strip to offer to buy and a tick box if they would like any more.

Finances – keep all stalls separate from the infants, but combine raffle prizes for both schools.

1. *Mince pies + Carols* - Tuesday 19th December 2017 Take the Meet and Chat outside and have some children singing carols.
2. *Disco* all years – 20th December 2017 – Tokens to be given to children who are allowed to walk home alone. Then to have people on each gate on exit from school – so can check children have a token or are with an adult.
3. *School Discos* – future – To do 3 a year – Autumn 2, Spring 2 and summer 2 terms.
4. *Family Fun Run* – for Sports Relief in 2018
5. *Film Night* – Continue to have 3 a year - Autumn 2, Spring 1 and Summer 1
6. *Summer Fayre* – Do a joint one with the infants again. We need to plan a date for this.
7. *Family Quiz* – After school as an idea – Possibly Summer 1 / 2 ? Could look at getting pizza as well. **Neil** will contact a parent to ask to be a quiz master for this event. Questions would be for the children and parents, so people can have family teams.
8. *End of year treat from the HSA* – the theatre company visit went really well and was enjoyed by all. We can look at offering an experience again. Possibly another theatre visit, or a panto option.

*For other Future events* – We could put a survey out to all parents/carers – to ask for ideas, feedback, etc – Examples: Ask about bring and buy clothing event / ask when they would like to have a quiz – after school or the evening. Give a reminder for the Easyfundraising. **ALL** – email ideas of questions to each other. **DEB** – to collate all of these as one list. Could do this as a survey monkey option. **ALISON** – Will help facilitate this survey.

5) **Treasurer’s report** – Current balance - £3,848.48 – Attached is a financial report from Nov 2016 to Nov 2017 with all relevant accounts and breakdowns of spending and monies raised.

– **KELLY** – Will ask the school council what they would like the money spending on.

- *Funding application* - for the lower yard is currently being considered – sports and trim trail – this should all be covered by the funds raised.

We had overspent by £601.69 – within the last banking year. But we are now in credit – see above.

6) **Election of officers and committee members**

- Kelly nominated that Alison is our Communications officer this was seconded by Annie. Alison is happy to take on this role.

- Neil nominated Annie for Chair, seconded by Deb

- Annie Nominated Deb to be secretary, seconded by Alison

- Deb nominated Neil for Treasurer, seconded by Annie.

7) **Appointment of Independent Examiner of Accounts** – Rebecca can do this from the office.

8) **Signatories for Association bank account** - To continue as Neil, Kelly and Annie as signatories for the association bank account.

9) **Special Business** – See point 3) – Still need to complete charity status - **ALL**

10**) Events and fundraising calendar** – See number 4) Plans for the coming year

11) **Date of next meeting** – Tuesday 21st November – 8.45am.

12) **Other Business**: - *Draw for 100+ club* – Katherine Yates number 30 – winner for November 2017. £16.50 winnings.