

HSA Annual General Meeting – 4th November 2021

Present

Cristiana Velloso Langton, Jessica Bell, Sarah Bryce, Elizabeth White, Stephen Langton, Debbie Jackson, Jo Fletcher, Malissa Heffer

Apologies

Jen Vinter, Sabrina Ward, Emma Lloyd, Tara Squirrell

Approval of 2020 AGM minutes	<ul style="list-style-type: none">• The minutes from last year's AGM were read and approved.
Co-chairs report	<ul style="list-style-type: none">• The co-chairs report was read by Crisitana Velloso-Langton on behalf of the co-chairs.
Treasurers report	<ul style="list-style-type: none">• The treasurers report was read by Stephen Langton. Updated accounts for 2020/21 were provided.
Resignations and re-election of committee members and officers	<ul style="list-style-type: none">• Jessica Bell resigned as co-chair.• Stephen Langton resigned as treasurer.• Cristiana Velloso-Langton was re-elected as co-chair with Sabrina Ward elected as new co-chair.• Dave Sergeant was elected as treasurer.• Jo Fletcher was elected as secretary.• Elizabeth White, Sarah Bryce, Cecelia Polley, Emma Lloyd, Jo Fletcher, Tara Squirrell, Jessica Bell and Malissa Heffer were re-elected as committee members.• Jen Vinter resigned as a committee member but would like to help at events when needed.• Nick Harvey resigned as auditor.
Any other business	<ul style="list-style-type: none">• Agreed HSA would fund any shortfall in pantomime voluntary contribution.• Agreed class budgets as £250 for Ruby, £500 for Emerald, £500 for Sapphire, £500 for Diamond. Debbie Jackson will be reducing the funding requests on the HSA due to the increase in class budgets and the limited fundraising that can take place due to covid.

	<ul style="list-style-type: none"> • Need to recruit a new auditor. Jo Fletcher to talk to Dave Sergeant to see if he knows of any potential contacts. • Current priority for spend would be new sails for the outdoor learning area. Debbie Jackson to confirm over the next 3-6months of any other priorities as they arise. • Sarah Bryce to discuss with contacts if there is scope to install the outdoor learning sail posts. The appropriate level of liability insurance must be in place. Debbie Jackson to confirm exact amount of liability insurance required. Debbie Jackson also to put a request in the school newsletter for anyone that may also be insured and have the necessary experience to help with the installation. • Agreed to look at the supermarket charity token scheme with Tesco. Applications can take six months and must have a specific project to raise funds for. Debbie Jackson to share details of any specific projects that the HSA can use in the application. Jo Fletcher to share details on the scheme once a fundraising project has been confirmed. • Agreed cake sales may be a possible fundraising event under current covid guidelines. Debbie Jackson to review the forthcoming Children in Need cake sale to determine if a possible future event for the HSA. • Malissa Heffer would like to step down from managing the uniform sales. Co-chairs to put a Parent Mail out to all parents to find a replacement. • Debbie Jackson to follow up with school office regarding next round of DBS renewals and whether HSA volunteers will be included. • Christmas 2021 fundraising: <ul style="list-style-type: none"> - Cris Velloso-Langton and Sabrina Ward to confirm what plans may be able to take place this year. Agreed likely options are a) roll out all events that took place last year or b) hold a Christmas raffle only. - Agreed not to ask local businesses for raffle donations and to follow the same plan for the raffle as last year with the exception of not having to quarantine donations and hampers. - Agreed the traditional Christmas fayre is not a possibility for this year due to covid. - School Christmas Jumper Day will be held in aid of the HSA on the day of the Christmas lunch. - Agreed to make the Christmas card designs an annual fundraiser. - Agreed to find a suitable solution to ensure all children can attend Santa's Grotto should they wish to. • Cris Velloso-Langton to find a suitable date to meet with new co-chair, Sabrina Ward to discuss next steps for the HSA.
Next meeting	<ul style="list-style-type: none"> • AGM meeting confirmed for first week of November 2022 at the school, covid permitting. Time to be confirmed nearer the event. • Next HSA planning meeting TBC.