

HSA Annual General Meeting – 6th November 2019

Present

Cristiana Velloso-Langton, Jessica Bell, Sarah Bryce, Elizabeth White, Cecelia Polley, Stephan Langton, George Langton, Debbie Jackson, Jill Warner

Apologies

Jo Fletcher, Jen Vinter, Sabrina Ward, Emma Lloyd, Malissa Heffer, Tara Squirrell

Approval of 2018 AGM minutes	<ul style="list-style-type: none">• The minutes from last years AGM were read, amended and then approved.
Co-chairs report	<ul style="list-style-type: none">• The co-chairs report was read by Jessica Bell and Crisitana Velloso-Langton.
Treasurers report	<ul style="list-style-type: none">• The treasurers report was read by Stephen Langton. Updated accounts for 2017/18 were provided.
Resignations and re-election of committee members and officers	<ul style="list-style-type: none">• Received the resignation of Michaela Debenham as secretary and the committee.• Jessica Bell and Cristiana Velloso-Langton were re-elected as co-chairs.• Stephen Langton was re-elected as treasurer.• Elizabeth White, Sarah Bryce, Cecelia Polley, Emma Lloyd, Jo Fletcher, Tara Squirrell, Sabrina Ward, Malissa Heffer and Jen Vinter re-elected as committee members.• The role of secretary remains open.
Matters arising	<ul style="list-style-type: none">• Following two years of generous support from Barclays Bank matched funding scheme for both our strawberry fayre and Christmas fayre, Sarah Bryce shared it is unlikely that we will receive the matched funding for the Christmas fayre due to a tighter criteria and process within Barclays. We may get it for the strawberry fayre but still to be confirmed. Discussed contacting another bank and parents to see if anyone is employed by a company that offers matched funding. Jessica Bell to send out a communication to parents regarding this and all to considered approaching their own banks.
Any other business	<ul style="list-style-type: none">• The school DSB check process to be reviewed by Mrs Jackson and the governors to possibly include the completion of an application form and an interview prior to joining the HSA or volunteering at the school to be satisfied the necessary checks have been taken to ensure the safety of the children.

	<ul style="list-style-type: none"> ● HSA newsletters are to be added to the school website for all parents to see and those who are considering applying to the school. ● Mrs Jackson to consider and review with the school office the introduction of an instalment payment scheme for events with a view of making as many events as affordable and accessible as possible. ● Mrs Jackson to review the process for following up on voluntary contributions to events. ● It was confirmed the nativity play for this year is being filmed on the dress rehearsal. ● Cristiana Velloso-Langton confirmed the Wizard of Oz play DVDs are being distributed and that previous years nativity play DVDs issues are close to being resolved. ● Agreed that KS2 and KS1 will be offered the opportunity to sing a song at the 2019 Christmas fayre even if the newly created choir is not able to perform. ● Agreed a ratio of 1:12 for events, such as film club, providing an additional volunteer is there for the end of the club when the parents collect the children. Mrs Jackson is also to be on site and one first aider. ● Sarah Bryce to provide her first aid qualification certificate to the school office. ● George Langton, on behalf of the School Council, confirmed the pupils are very happy to have the 30 iPads and gave examples of how they are used and the positive impact they have already had.
Next meeting	<ul style="list-style-type: none"> ● AGM meeting confirmed for first week of November 2020 at the school. Time to be confirmed nearer the event. ● Next HSA meeting scheduled for Thursday 28th November at 2pm at The George pub in Hintlesham.