

SOUTHWAY HOME SCHOOL ASSOCIATION
ANNUAL GENERAL MEETING FOR YEAR 2013/2014

Meeting Date: Thursday 16th October 2014, 3.30pm

Present:

(existing members) Lynn Wright (Chair), Gemma Tavener (Vice-Chair), Teresa Langley (Treasurer) ,
Lisa Adams (Secretary), Nicola Webb, Paula Dendy, Kiri Jones,
Sharon Carter (Southway Business Manager), Kim Turner (Governor),
Mrs Barnett (Teacher), Miss Griffin (Teaching Assistant)
(new members) Shuna China, Michelle MacDougall, Gemma Wallis, Heather Larcombe,
Louise Corbett, Sarah Thomas, Helen Preece, Caroline Hill, Kim Fuller, Claire Vinall, Emma McIntosh,
Michelle Martin, Andy Jones, Amanda Millington, Tracy Scholfield

Apologies:

Debbie Read, Dawn Batchelor, Maria Omosole, Kirsty McMinn, Emma Searle, Robert & Kate Kerr,
Trisha Burren, G Welsh, A Breary, Peter Newbold (Head)

LW Welcomes everyone to the Annual General Meeting, with thanks for their attendance. The previous meeting's minutes were agreed and signed off.

Chairman's Report

The past year has been very successful. The range of events have been well organised, all running to plan, with no major problems. All events that were planned were able to proceed.

This year included a Quiz Night, Bingo Night, a lolly sale (in place of the usual cake sale) and participating in a Sports4All project with the school.

We were able to secure some extra funding via Waitrose – thanks to **TL**, which provided an extra £260.

The various recycling projects apart from the pen recycling have now been dropped due to many of the suppliers altering their arrangements. The company running the textile bank has been placed in receivership, after lengthy but unsuccessful attempts to be paid for their collections. The toner cartridge company now only accept inkjet cartridges, and have supplied us with some envelopes to pass out to the parents so we don't have to coordinate that. The same applies to the jewellery recycling.

That said, we have raised a fantastic amount of money, and have been able to support the school with a range of projects, including the Year 3 area improvements but most significantly funding the bird hide. The existing committee members are extremely proud of this achievement and are glad to be able to see such a wonderful facility being available for children throughout the school and to be used in the years to come.

Finally the Chairman wishes to place on record thanks to all of the committee members, parents and staff that have helped with the past year's fundraising efforts, as none of it would have been possible without them.

Treasurer's Report

The Treasurer's Report is attached. In summary, although some takings were down, we've still been in a position to make a substantial contribution to improvements and facilities within the school.

Notes for the End of Year Accounts:

Miscellaneous expenses are costs that cover a number of events, such as bulk buying sweets to use at discos, fayres etc.

Fayre takings were reduced, but this was due to attendance being lower. The Burgess Hill Town Day coincided with our Summer Fayre, so possibly less people were available to attend. There were 72 less adults for that.

Recycling figures were down as mentioned in the Chairman's Report.

The Bird Hide cost us £7800, which is lower than the original quote we received. We have just organised some astroturf to cover the floor inside, so that will be shown on the next year's report.

We've also invested in plant pots, the blackboards and chalks. Also, the playground benches, which are all made from recycled milk bottles, are eco-friendly and come with a 25 year guarantee. We covered the purchase of the material for the curtains throughout the school which were installed in the summer of 2013.

The Barclays donation results from **TL** being a Barclays employee. In the past they have contributed/fund-matched for up to 2 events in school, providing funds of up to £750 per event. However, this is being reduced to 1 event per year and a maximum donation of £500, so this figure will be less from now on.

The Sports4All project prompted us to become registered for Gift Aid. Our Gift Aid application has been accepted and can be used on all sponsored events or official donations from now on. It does not have to be renewed. It is expected to raise a further £75 from the Sports4All sponsorship.

In past years, the school has organised a 'Break the Rules' day, but this did not take place during the past school year, as it was a question of when to fit it in. It has worked by suggesting a number of 'rules' that can be avoided/broken, for a payment. The children have up to 6 'rules' they can choose – all or just one or two, and pay 50p per one, meaning that we could raise as much as £3 per child, but it doesn't cost much for parents who'd rather not spend too much. This consists of maybe 'wear odd socks', 'wear a hat in class', 'write with a different colour pen', 'bring a teddy to school', 'sit somewhere else in class'. However, Mr Newbold is not keen on the title for the event as it could lend itself to problems in class, so perhaps re-naming it as a 'Topsy Turvy Day' would mean it could go ahead. In the past, the HSA has liaised with teachers to find the suitable, least disruptive choices.

Nominations for the New Committee

LW advised that of the existing Committee members, only **TL** will remain in place, with a view to working with new parents to explain how the accounts are run during this year (she will be resigning at the end of this year).

LW is standing down as Chairman of the Committee, but will still remain involved with the HSA.

GT (Existing Vice Chair) is also standing down and will be available in some capacity, but may not be able to attend all meetings.

LA (Existing Secretary) is also standing down, as she no longer has any children at Southway.

Nominations had already been received for replacements. Therefore the new Committee for 2014/15 is confirmed as:

Chair: Shuna China – proposed by Paula Dendy, seconded by Teresa Langley

Vice-Chair: Michelle MacDougall – proposed by Lynn Wright, seconded by Debbie Read

Treasurer: Teresa Langley

Secretary: Gemma Wallis – proposed by Lynn Wright, seconded by Debbie Read

All other attendees are ordinary members.

LW thanked the new Committee members for putting themselves forward and for the other new parents who have also attended the AGM. No date was set for the next meeting.

KT asked to officially thank the Committee for their hard work over the past year. This very grateful appreciation was offered on behalf of all Governors, Staff and Pupils.

LW officially closed the meeting at 4pm.