

**Heymann Parent Association  
Annual General Meeting  
Tuesday 24th September 2013, 6pm**

**Present at the meeting**

Katy Freeborough (KF)	Chair
Jennie Hullis (JHu)	Vice Chair
Marijke van Eerd (ME)	Secretary
Nick Heard (NH)	Treasurer
Lynda Noble (LN)	Head Teacher
Jenny Duce (JD)	Teacher / Committee member
Sean Smith (SS)	Committee member
Julie Hickling (JHi)	Committee member
Annette Lee (AL)	Committee member
Pam Johnson (PJ)	Active member
Helen Parnham (HP)	Parent
Urmi Pathak (UP)	Parent
Vibeke Caspersen (VC)	Parent
Preeti Patel (PP)	Parent
Anne Hamilton (AH)	Parent
Mindy Banning (MB)	Parent
Shruti Dattani (SD)	Parent

**Apologies:**

Louise Walker	Active member
Nicola Lowes	Active member
Nikki Lucas	Vice Chair
Deirdre Besczik	Active member
Sarah Campbell	Active member
Jenny Everett	Parent
Lisa Burdett	Parent

**The meeting was chaired by Katy Freeborough**

KF welcomed the new parents to the AGM and thanked them for attending. LN expressed her thanks on behalf of the other teachers and herself for all the fundraising the HSA does for Heymann Primary School.

**Minutes of the last AGM**

The minutes of the last AGM held on Thursday 18th October 2012 were agreed as a true record with no outstanding matters.

**Financial report and accounts of activities since the last AGM**

Report from NH was shown to all the people present.

Summary of the events and the money we have generated in the past year. There wasn't a large amount of expenditure last year as we have been saving up for the playground equipment.

The HSA received over £200 from [www.easyfundraising.com](http://www.easyfundraising.com) last year. Details of how to register will be sent out in a new HSA newsletter, in the school Newsletter and as a reminder parent mail in the run up to Christmas.

Details are also on the HSA website which KF will update.

**Action: KF**

**ELECTION OF COMMITTEE MEMBERS**

Nikki Lucas has stepped down as vice-chair. The committee would like to express their thanks to her for being part of the HSA for the past 2 years.

## **Election of committee members**

### **Chair: Katy Freeborough**

Proposed by Marijke van Eerd

Seconded by Julie Hickling

### **Vice-Chair: Jennie Hullis**

Proposed by Katy Freeborough

Seconded by Nick Heard

### **Treasurer: Nick Heard**

Proposed by Annette Lee

Seconded by Katy Freeborough

### **Secretary: Marijke van Eerd**

Proposed by Katy Freeborough

Seconded by Jennie Hullis

## **Newly and re-elected Committee members for the forthcoming year:**

Jennie Duce

Shaun Smith

Julie Hickling

Annette Lee

Helen Parnham

Mrs Cruickshank is happy to be our contact for infants. She is unable to come to the meetings due to other commitments but she will go on the distribution list for minutes and correspondence.

LN will find out if any of the new teachers are interested in joining the HSA.

Bank signatories are all up to date.

### **Independent Examiner:**

Debbie Caine is happy to stay on as independent examiner.

**The AGM was brought to a close and the newly agreed committee continued with a committee meeting.**

## **DATES FOR THE FUTURE**

### **Friday 26th September 2013          Coffee morning**

World's greatest coffee morning for MacMillan cancer research

KF has sorted out coffee and tea. Cakes would be very much appreciated. These can be brought into the school Friday morning if people are at work and unable to attend in person.

### **Friday 1st November 2013          Disco**

4.30-5.30pm for infants

5.45-7pm for juniors

The discos will take place in the hall, with sweets, tattoos, drinks and glowsticks in the library. AL suggested that if we have to limit the number of parents in the hall (fire regulations), we should consider a room for those who want to wait at school to have a cup of tea. NH suggested an honesty box to raise some extra money.

SS will sort out the music for the disco and act as DJ. He would like song requests in advance so LN will ask the teachers if they can ask the children and make a list. More formal details are to be discussed in the next meeting.

**Friday 13th December****Christmas Fair**

The children's Christmas fair will take place during school hours and the HSA members who can help out will be there during the event. The year six children will be asked again to take the reception children around the fair and help them with their money.

Julie's dad is happy to be Santa again. More formal details are to be discussed in the next meeting

**Friday 24th January 2014****Quiz night**

7.30 for prompt 7.45 start

Quiz with teams of 8, bring your own food and drink. Needs to be advertised early.

**Friday 21st March 2014****Spring Disco**

Could be the first disco to be held at the new school. SS happy to act as DJ.

AL and JH mentioned that the children who won the prize "a day with Kevin" still haven't had time with him. LN will speak to him and get it organised. More formal details will be discussed at a future meeting.

**Sunday May 11th 2014****May Fayre**

It was decided that due to the number of childrens sporting activities on Saturdays that this year the HSA will trial the summer fair on a Sunday. Due to the date this will be advertised as a May Fair and planned accordingly. LN will try and get the May Pole for the event. More formal details will be discussed at a future meeting.

**ANY OTHER BUSINESS****Newsletter**

KF will create a newsletter.

**Calendars**

KF and LN will find out and decide whether we will still do calendars this year. They were a success again last year.

**Website**

Andy Sawford still doing this, KF will talk to him about updating the site.

**DATE FOR THE NEXT MEETING.**

The next committee meeting will take place on **Tuesday 15th October 2013 at 6pm.**