Attendees: Cara Keig, Mrs J, Michelle Marsland, Lucy Jennings, Kate Deasey, Maria Chadwick, Helen Vaccaro, Sarah Rotchell and Christina Ashley.

Apologies: Amanda Raftery, Jenni Davies, Jen Penney, Samantha Boyd, Michaela Leigh, Anne Scales and Clare Robinson.

Introductions were made, welcome Sarah Rotchell. Sarah has a son Leo in reception, class 1.

Roles within the HSA were discussed. All attendees were asked if they would like to put themselves forward for chairperson, treasurer or secretary. Cara, Michelle and Amanda are all happy to continue with their current roles of treasurer, secretary and chairperson. Over the next year Amanda will be working with Cara with a view to take over the role of treasurer in September 2018. We will be very sad to lose Cara who has done a great job for many years!

New roles are needed to help with the organisation, running and publicising of the events the HSA hold.

Maria volunteered to cover the donations. Maria will contact businesses i.e. supermarkets and ask for donations in relation to the events we hold.

Lucy will co-ordinate the kitchen i.e. organising volunteers to cover the kitchen when needed for events. Helen and Kate also offered to help with this.

Sarah and Michelle will cover publicity. Sarah has expertise creating posters/flyers etc.

All of the roles will be reviewed in the new year to see if they are working out and suiting everybody.

It is the hope that once new families have settled and are familiar with school life and other families, we will gain more support.

New signatures are needed for the HSA Natwest bank account. This needs to be done ASAP as the HSA owe funds to the school for agreed items they have purchased. As Amanda is planned to take over the treasurer role she cannot become a signature. Michelle and Kate have offered to do this. Cara has the required signed form from Mrs Hayward and a letter is needed from Mrs J to state the current signatures are no longer at the school. Michelle and Kate will then need to go to Natwest bank with the appropriate forms (Michelle has this).

We also discussed looking into the option of internet banking.

For the forthcoming events, we all thought new ideas were needed as we have stuck to the same things for the past few years. This year we will have events just for adults as well as ones for the children. For the adults they are as follows:

**Curry & Quiz night, Friday 17th of November 2017, 7:30pm.**

Tickets will be £10 per person which will include a drink, curry and quiz entry. We will serve alcohol so a licence will be required. Michelle will get this. Sarah volunteered her husband to do the quiz! Kate and Christina are going to ask the Indian restaurants they know for a voucher and to see what they would charge to provide the food. To keep costs down we will also ask Michelle (the cook from school) if she would cater it.

**Wine and Cheese tasting night, Friday 2nd of March 2018 7:30pm**

A licence will be required for this. Michelle will do this and speak to Hannah who has a ‘wine tasting at home’ business. Further planning will be discussed at the next meeting.

**Ladies fashion show, Thursday 24th of May 2018, 7:30pm**

Cara will ask Loreal if they will donate extra items for goody bags (Loreal donate items for Lymm Ladies day). Sarah will ask South Trafford College about providing beauty treatments. Further planning will be discussed at the next meeting. If serving alcohol, a licence will be required.

For the children, they are as follows:

**Neon Party, Thursday 2nd of November 2017, 6-7:30pm**

Kate will speak to her friend about dj. Lucy will check how much white t-shirts will cost so we can provide the children with a t-shirt each and neon pens (pens to be returned to school) to create their own t-shirt to wear to the party. Kate also has some neon face paint. Ticket price to be decided.

**Christmas Fair, Wednesday 6th of December, 2017**

We all need to be contacting potential stall holders now and letting parents know so they can request a stall should they want one. Michelle will contact Usborne books. Maria would like two stalls.

**Valentalent, Thursday 15th of February, 2018, 6-7:30pm**

The children really enjoyed this last year so we decided to do this again. Ticket price and further planning to be discussed at next meeting.

**Easter Party, Wednesday 28th of March, 2018**

Time, ticket price and further planning will be discussed at the next meeting.

**Little Bollington Festival, Friday 8th, Saturday, 9th & Sunday 10th of June 2018**

We discussed participating on Friday the 8th of June by holding a family fun night with BBQ and games. The games will be organised by the school sports crew.

**Summer Fair, Saturday 30th of June 2018**

Mrs J will ask Mereside brass band if they would like to play. Michelle/Amanda will ask if Lymm Adivas Morris Dancing troupe would also like to perform. Sarah has offered to bring some large outdoor games. We discussed looking at some form of fairground ride/climbing wall for the children.

**Additional dates for the diary:**

**McMillan Coffee Afternoon, Wednesday 4th of October 2017.**

**Lymm Dickensian, date not confirmed but either Saturday 9th or Saturday 16th of December 2017. We do not know the theme for the parade yet. We thought a teddy tombola would be good for the stall.**

**Carol Service, Sunday 10th of December 2017**

**School Christmas play, Wednesday 13th and Thursday 14th of December 2017.**

**\*HSA coffee afternoons will also be back. These will be social afternoons and not in conjunction with HSA meetings.**

Please see the attached sheet for the treasurer’s report. We discussed the cost of travel the HSA covers for school trips. This is on the increase each year. Mrs J advised that High Legh community travel have offered more competitive rates for taking the children swimming. Where possible we may be able to use them for further trips. Chrissy is going to speak to Goodwins and Kate to Bullocks Coaches to see if we can get more competitive rates we have had previously. We discussed whether the HSA should continue to cover 100% of the school trip travel costs or to decrease it to 75% or 50%. A vote was taken and it was unanimously agreed to continue to cover 100% of the travel costs and to review it next year.

With regards to our funding goal, Mrs J explained the school are in the process of a bid to Artsmark Gold to regenerate the area between the new classroom and the existing building. Our goal is also to maintain the funding of the travel costs as this benefits every child and family in the school.

Mrs J has not heard back for the North West Ambulance service with regards to purchasing a defibrillator. We have the funds to purchase on and the case. Christina and Kate will look into where we can purchase one from and the costs.

**Any other business:**

In general, we all agreed better organisation is needed so we can get the best out of the events held. We need to publicise well in advance. A ‘dates for your diary’ will be sent out to all families providing the dates and a brief note of what we will be asking for in terms of donations. Reminders of each event will also be sent in advance.

Cara had spoken to a parent, Jenni, who is a dance teacher. Jenni offered her services if we ever thought of having a danceathon in the future.

Maria thought a car wash could be another good fundraising event.

We need to let parents know about the Little Bollington Facebook page. Mrs J thinks it would be a good idea if Abbie (school office) was also an admin (in addition to Michelle and Cara) on the page as she would be aware of all the families where as Michelle and Cara do not always know the individuals requesting to join meaning they may be waiting a while to be approved. A leaflet will go out to parents publicising the Facebook page.