

**Ribston Hall Association Minutes**  
**AGM**  
**11th November 2015**

**In Attendance:** Julie Paveley, Iain Williams, Amanda Chong, Michelle Thomasson, Julie McClean, Liz Good, Ann-Marie Karadia, Wendy Hiiemae, Oliver Dyer, Lisa Westmacott

**1. Apologies:** Rachel Limbrick

**2. Minutes of last AGM meeting in October 2014** were checked and summarised by Mandy for those who did not attend last year, there were no matters arising. Mandy explained some of the previous RHA activities but that there had been a lull in parental interest over the last 4-6 years. There is an impetus for new members but the geographical demographic of Ribston pupils has changed in recent years, now only 55% of students from year 7 actually live in the city, this usually means that children take a long bus journey to school and this results in a lack of direct connectivity with the school and parents.

It was thought that some email and Ribston Roar notices may have been missing since the beginning of term. Hence, the new email Progresso system was discussed, the accounts have just been sent out for the parents of the pupils year 10 and above; Michelle received her account earlier that day and confirmed that her email was working. Other parents will have access to the Progresso system by Christmas. Mandy hopes that this system will ensure that the parents receive all school notices, i.e. not only those that the children particularly want their parents to see.

**3. Vote of Officers:** Wendy Hiiemae Chair, nominated by Amanda Chong, seconded by Iain Williams, all agreed. Iain Williams Treasurer, nominated by Michelle Thomasson, Wendy Hiiemae seconded, all agreed. Michelle Thomasson Secretary, nominated by Iain Williams, seconded by Julie Paveley, all agreed.

**4. Treasurers Report November 2015**

**Opening Balance for 2015      12,632.94**

100 Club balance                      5,795.94

Current account 31st October    9,142.86

**Current Total (without second hand uniform sales)      £14,938.80**

All of the HMRC money came through (payments we had been owed).

In the yearly accounts (up to 31st August 2015) the total net surplus was £1,416.86, but Iain pointed out that without the HMRC payments the RHA would have made a small loss this year, however, we did donate approximately £1,000 to the library and the PE department for special kit. Second hand uniform sales yet to be included, Iain will contact Denise Stoner to ascertain the amount, Mandy thought it was at least £100 or more. Michelle gave Iain the national PTA renewal form.

Wendy suggested that the Gift Aid form was too complicated; perhaps the process could be online instead? Iain will look into the options available.

**5. RHA Events: The RHA to hold a school quiz on the 29<sup>th</sup> January 2016 at 7pm** (*date to be confirmed by Mandy after checking with the other listed school events*). The quiz date will be advertised in the Ribston Roar. We will decide which hot food should be provided at the next meeting, a chilli was suggested by Wendy and sausage and beans suggested by Julie M<sup>c</sup>Clean. Mandy and Mrs Moule will prepare the quiz questions, Lynda Frall's husband (who presented the last quiz) to be asked if he is able to be quiz master again in January.

**6. School Events: Christmas Concert Thursday 10<sup>th</sup> December 7.30 pm**

Iain to buy the raffle books and 5 prizes, Iain will also apply for an alcohol licence so that we can offer mulled wine. The concert will be advertised in the Ribston Roar and a separate letter asking parents to donate mince pies will be sent out with the children. The RHA will supply hot drinks, mulled wine and mince pies, if there aren't enough parental donations nearer the time the RHA can buy some pies for the event.

**Parents in attendance who volunteered to help at the event:**

**Julie, Michelle, Iain, Oliver, Julie M<sup>c</sup>Clean, Ann-Marie and Liz.**

Please (if you are able) be there by 7pm, thank you. Michelle will send out a reminder about the event nearer the time.

**7. 100 Club draw for September and October 2015 respectively:**

1 <sup>st</sup> prize	224	Sue Colwill	£20	2 <sup>nd</sup> prize	22	Sally Colley	£10
1 <sup>st</sup> prize	25	Iain Williams	£20	2 <sup>nd</sup> prize	13	Gaynor Riley	£10

**8. AOB:** Michelle mentioned that the RHA had hoped to develop a newsletter and marketing role for the RHA to increase the profile with the parents. To this end Ann-Marie and Wendy offered to link up so that they are able to work on a marketing strategy for the RHA, Wendy will draw on the expertise of her husband. Michelle to send their respective contact details. At the next meeting Mandy will invite Alec Waters (assistant head), to discuss creating an RHA presence on the web site.

Ann-Marie offered to take over the secretarial post next year, as this is Michelle's daughter's last year at Ribston; during the year Michelle will ensure that Ann-Marie has the necessary information.

**Other fund raising activities:** Ann suggested a promise auction and that parents could bring their own drink to the event. Lisa suggested parents donate an Easter hamper. Julie M<sup>c</sup>Clean suggested a crispy cream day (e.g. doughnuts) and Mandy pointed out that pupils in the school already hold similar events to raise funds for their chosen charities so this would likely be a successful fund raiser. Wendy proposed a ball, Mandy mentioned due to experience discos may be easier to run.

**Next Meeting:**

**7.30pm Thursday 7th January 2016 in the Library**