



# Alton Infants HSA

Annual General Meeting

*2:15pm on 20th October 2025 at Alton Infant School*

**Present:** Gemma K, Hannah, Gemma U, Richard M, Richard B, Amy, Alice, Kat, Lex

**Apologies:** Roisin, Joana

## Matters Arising

No matters arising from the previous AGM were outstanding, with the exception of the new constitution, which is scheduled for consideration at this meeting.

## Headmaster's Address

Mr Mead addressed the meeting and expressed gratitude for the Association's continued support. He emphasised that the funds raised by the HSA make a significant difference to the school's operations. The funding covers critical items and helps to address gaps in the school's budget, with a direct positive impact on classroom provision and pupil experience. Mr Mead also highlighted the value of the partnership between the HSA and the school.

## Chair's Report

The Chair reported on a strong year of fundraising activity despite rising operational costs and a commitment to maintaining affordable event pricing. Key highlights included:

- The Autumn Spoon event successfully raised the Association's profile within the school. Events of this nature, which require minimal preparation and budget outlay, are valuable in raising the profile of the HSA.
- The Christmas Hamper Raffle proved highly successful, with results significantly improved by an extended sales period.
- The Wonderful Women and Marvellous Men events were well received by the school community. The Association intends to move away from gift-based sales, which have been replaced with more successful formats for these annual occasions.
- The Sports Day refreshment sale generated additional revenue, facilitated with the support of school governors.
- Pop-up sales proved particularly successful and Mr Mead indicated the school's willingness to accommodate additional events of this nature.

The Chair thanked Rebecca Bray from Dataprint for sponsoring the Autumn Spoons and printing the May Fayre promotional materials. Thanks were also extended to all parents and local businesses for their generous support.

The meeting noted a need to recruit additional volunteers. Kat stepped down as Secretary, and Gemma K stepped down as Treasurer. Gemma U transitioned from Chair to Secretary, and Hannah was promoted from Co-Chair to Chair.

## Treasurer's Report

The Treasurer's detailed financial report was presented to the meeting. (See attached financial statement.)

## Constitution

The Association's existing constitution, adopted in 1993, required updating to reflect changes in legislation and practice. The meeting unanimously approved the adoption of the Parentkind Constitution, which has been pre-approved by the Charity Commission and aligns with regulatory requirements without necessitating changes to the Association's operational procedures.

**Action:** Gemma U to submit the new constitution to the Charity Commission.

## Committee Elections

The following committee members were elected for the forthcoming year:

**Chair:** Hannah (elected unopposed)

**Treasurer:** Amy (elected unopposed)

**Secretary:** Gemma U (elected unopposed)

**Action:** Hannah and Gemma U to update the committee roles with the Charity Commission.

## Forthcoming Events

The following dates were confirmed for planned fundraising and community events:

Christmas Cards (ongoing)

Christmas Fayre – 12 December (volunteers required)

Wonderful Women – Friday 13 March

May Fayre – Friday 15 May

Marvellous Men – Friday 19 June

Non-Uniform Days – dates to be confirmed

A planning meeting for the Christmas Fayre will be scheduled in the evening. Date to be confirmed. *Action: Hannah to coordinate with the committee and confirm the date via WhatsApp.*

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*End of Meeting*