



Parents At Wheatfields

Wheatfields Primary School Association Meeting

17 January 2023 – 7:00pm

MEETING MINUTES

Attendees: Paula Melville (Chair), Jade Hockie, Ruth Leach-Murden, Claire Probert, Jessica Smith, Marianna Whelan, Deborah Pope; Nicole Davies

Apologies: Afshan Khan-Blacker, Kirsten McLaughlin, Theresa Thornton, Katie Skinner,

Minutes of last meeting:

Action items: None	Person to action	Deadline
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Approved

The minutes of the committee meeting on 4 November 2022 were circulated and approved.

RESOLVED: to approve these Minutes and for the Chairman to sign these as a true and correct record of that Meeting

Welcome

Paula Melville welcomed the attendees to the meeting.

Progress from last meeting

Bags2School

The collection took place on Thursday November 22nd. Sixty bags were donated to the school and raised £48.00. Another collection will be booked after the February half term.

Notice Board

The board in reception is no longer available, as it is being used to display mental health information.

Christmas

The swap shop raised £36.46. the committee agreed to hold the next event in the evening to encourage more attendees.

The Christmas cards sold well but arrived late due to production problems. The cards were also expensive as production costs have risen by 125% since last year.

There were 300 orders for photos. It was noted that the postage was expensive when the photos were ordered directly from the website. The committee discussed the logistics of ordering and sorting photos themselves to save money, but more help would be needed on the day if they do this.

Donations at the Christmas performance came to £969.00.

Christmas Fair

The Christmas fair was well attended, with lots of positive feedback.

There was a lengthy queue for Santa's grotto even with a ticket system in operation. The committee discussed whether to move Santa's grotto to a different location next year, or to introduce pre-booked, timed slots.

<p>In total the Christmas fair raised £1672.00. One of the most popular stalls was the chocolate tombola which raised £134.50. The teddy bear stick game also did well.</p> <p>The crafts weren't very popular and lost £30.00, however the material bought for the stall can be reused next year. the locked box game also lost £40 after some children figured out how it worked!</p> <p>The raffle raised £804.00. it could potentially have raised more money, however the committee ran out of physical tickets to sell.</p> <p>Autumn Term Fundraising PAWs raised a total of £2951.62 during the autumn term. This was through dress down days, bags2school, Christmas fair, sales of photos and cards, and performance donations.</p>		
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New Items for discussion		
<p>Raffle Paperwork for a raffle licence needs to be completed and signed by three PAWs members. PM will leave the letter at the reception desk to be signed.</p> <p>Plants Miss Cutbush has requested £100.00 towards placing plants around the school. The Committee agreed to donate this amount. ND will contact St. Ives in Bloom about possible donations of plants and pots.</p> <p>Grounds Day DP suggested holding a 'Grounds Day' and inviting family members into the school to help with clearing up and light maintenance. The committee agreed that this is a good idea and discussed insurance requirements and potential health and safety issues. DP will discuss this with Mrs Thornton and follow up with a plan.</p> <p>Dress Down Day The next dress down will take place on February 10th and the theme will be wear something you love.</p> <p>Bags2School A Bags2School collection will be arranged after the half term.</p> <p>Disco The committee discussed holding a disco as a fundraising event, potentially at the end of March. this will be discussed in more detail at the next meeting.</p> <p>Public Speaking Competition CP queried whether PAWS will still fund prizes for the public speaking competition and whether they would also consider funding prizes for a new spelling bee competition. The committee agreed to provide prizes for both events.</p> <p>Auction of Promises Another Auction of Promises will be held in May or June. ND and DP will start to work on this. It was noted that promises from the teachers were extremely popular at the last auction.</p> <p>Used Uniform it is a legal requirement for schools to offer second hand uniforms and the committee discussed how best to do this. The next sale will take place on either February 27th or March 3rd.</p>		

<p>Coronation the committee discussed potential events or souvenirs to mark the coronation. This will be discussed in more detail at the next meeting.</p>		
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<p>Any other business</p>		
<p>Co Chair PM advised the committee that she will be stepping down in 2024 when her child moves to secondary school. She is keen to ensure that there is a proper handover beforehand and suggested appointing a Co-chair to help with a smooth transition. The committee discussed ways to encourage more parents to volunteer. Suggestions included a termly coffee morning, open to all parents, where they could meet with PAWs members.</p>		

<p>Date of next meetings</p>		
<p>The next committee meeting date is 23 February 2023</p>		

The Chair declared the meeting closed at 8:45pm

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CHAIR

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DATE