



WSA Meeting

Wednesday 8 February 2023, 8.15 p.m.

Venue: The Bank

Minutes

1. Attendees:

Dave Morel, Amy Shaw, Susan Passmore, Lorna Hopcroft, Becky Binney, Tamar Oviatt-Ham, Tom Mason and Ian Morgan and Marie Clements (for Item 4)

Apologies:

Tom Bowran Pavey, Helen Hughes, Catherine Wainwright, Clare Gregory, Emma Walker, Beth Houghton, Fleur Tarpey and Lara Feather

2. Treasurers Update

Income since last meeting:

- £116 - Fen Gallop
- £502.95 - Ginuary – costs have not been done yet
- £120 - lottery

Other points raised:

- Sold 20 hats
- £21,561 in the bank - Not paid out money for school trips yet which is circ £3,500

3. Minutes of the last meeting and any matters arising (circulate)

4. Fen Gallop and Summer Fete – Sunday 2 July 2023

Marie Clements joined the meeting to discuss arrangements for the Fen Gallop and linking into the summer fete, due to take place after the runners have finished from 12pm. It was agreed at the meeting that it would be beneficial to have a member of the WSA to also attend meetings of the Fen Gallop Committee. Tom Mason agreed to be the link member.

Setup and timings of Fen Gallop

- Setup from 7am on the rec
- No vehicle on site after 8.30am
- Registration of Runners from 9am
- Last Runners finishing at 12 (midday)
- First Aiders booked
- Portaloos booked
- Ensure that Fen Gallop Committee claim for any additional expenses such as medals etc. and let WSA know if there is any equipment that is needed that needs to be sourced that they could help with

Advertising of the Fen Gallop: Main sponsors confirmed, and banners ordered. Numbers currently down from this time last year. Discussed and agreed to fund Facebook advertising and for 500 Fliers to be printed.

Arrangements for the Summer Fete

- Children's races during the afternoon staggered 1, 1.30, 2pm, 1 mile race and Mini sprint> WSA will need to do pre-registration and registration on the day and arrange bibs and medals
- Bar can open but no alcohol to be served before 11am. WSA to set up and organize.
- BBQ
- Need to finalise stalls at a later date but the ideas so far have been
 - Raised in Rampton have been confirmed for the day – booked by Becky
 - Refreshments and Sweet Stall
 - Tombolas
 - Lucky dip
 - Ice cream van
 - Games/glitter tattoos etc
 - Sweet stall
 - Soak the teacher
 - Barber
 - Willingham Gym – Blow up Football
 - Willingham Wolves ??
 - Bouncy Castle

ACTIONS:

- Finalise a layout of the fete to give to Fen Gallop Committee a month ahead of the event - **Lorna**
- Will need to transfer the bar stock and tents to the pavilion on the Saturday and will need to arrange a van to do this – **Becky and TBC**
- Need to apply for a TENS license – **Tamar**
- Sort advance sales and registrations on the day for children's races – **TBC**
- Check medals in the cupboard and order more, if necessary, order new bibs and drawing pins – **TBC**
- Order a Keg – **Marie to speak to Jez**
- Need to order further stock – check stock in cupboard ahead of the event and compile list – **Lorna**
- Marie to check if an ice cream van has already been booked, if not WSA to organize – **Marie and Lorna**
- Check to see if the Barbers will attend as per last year – **Tom M**
- Speak to Willingham Gym re Blow Up Football **Game – TBC**
- Scouts to do BBQ or just bacon rolls – **Amy to speak to Priti**
- Speak to WAGS if Scouts unable to do the BBQ - **Lorna**
- Look into Bouncy Castle Hire – **Lorna**
- Speak to Cadets re helpers – **Lorna to check with Marie**
- Put fliers for Fen Gallop in book bags – **Becky**
- Speak to neighboring schools re advertising - **TBC**

5. Any other business

- Doughnut and Costume Sale 24 February

Volunteers so far for Doughnut Sale: Becky, Amy, Tamar and Lorna

Need to agree a date for doughnut sale in summer term and ahead of Halloween.

ACTION:

- Lorna to send poster to Becky to go out with email from school re World Book Day – **Lorna**
- Order Doughnuts - **Lorna**

- Performance Refreshments – Volunteers

Agreed to sort via WhatsApp after the meeting.

ACTION:

- Send message on WhatsApp re volunteers for years 1 and 2 performances – **Tamar**
- Sort year 3-4 performances at next meeting

- Easter Egg Bingo – 25 March

Email re Easter Egg request after half term and doughnut sale

Discuss final arrangements at the next meeting, Tamar and Fleur leads for this event

ACTION:

- Draft and send out email - **Tamar**
- Check that Jon has booked the Hall – **Lorna**
- Poster – **Tamar**

- Update on meeting with Honeypot

Lorna gave a brief update on her meeting with honeypot and let the Committee know that it had been agreed that honeypot would join the WSA and this would mean that the constitution would need to be reviewed. Agreed to discuss further at the next meeting.

- Hoodies

Amy gave an update on hoodie orders and after a survey of year 6's they have identified 5 colours of hoodie to choose from and letter have been sent out for orders.

- Swimming pool

Dave confirmed that if parents are always with their children, then it was not a requirement for the swimming pool volunteers to be CRB checked however they would still be required to have the resus training. Resus training still needs to be organized. Finalise arrangements for opening the swimming pool including leads to take this forward at the next meeting.

ACTION:

- Book resus training – **Lorna**

- Coronation

Discussed the possibility of producing tea towels with children's portraits as a coronation souvenir

ACTION:

- Speak to Ms Varty and order design pack – Lorna
- Email out for pre orders

OTHER ACTIONS IDENTIFIED:

- Finalise calendar of events including Christmas Fayre – **Lorna**
- Look into replacing shed - **Lorna**
- Choose a Thursday evening after school to sort the cupboard – in March - **Becky**

6. Date of next meeting

Wednesday 15 March 8.15 – The Bank