## Willingham School Association Minutes of Meeting Monday 14<sup>th</sup> November 2016

		Actions
1	Attendees Emma Bowyer (EB), Suzi Haigh (SH), Danielle Peacock (DP), Emma Launchbury (EL), Karen Monks (KM), Susan Passmore (SP), Adiila Takun (AT) and Emma Tregenna (ET).	
	Apologies for absence from: Alice Brown (AB), Jacqui Barry (JB), Katy Gilbert (KG), Nicola Slater (NS), Justine Green (JG), Andrea Eccles (AE), Danny Carminati (DC).	
	Absent: Lisa Lewis (LL), Natasha Heighes (NH), Amanda Swann (AS)	
2	Review of minutes from previous meeting  Minutes agreed and signed off- can now be uploaded to website	LL
3	Treasurer's report  Feast weekend made more money this year-£238.01 so far and the income from photography is still outstanding. It was a lot of hard work for EL.	
	Film night raised £223.54 and cake sales £105.54.	
	EB asked whether there is any way of the WSA paying directly for large purchases eg a credit card or bank transfer. The charity regulations prevent this but SH can get cash out in advance if someone is planning to buy something.	
	Fen Gallop would like to set up a website and need to pay for the domain name and construction. The outlay will be approximately £200. This will be easily covered by the income generated from the event.	
4	Updates on ongoing projects:	
	The school have put in a request for yr 5/6 swimming lessons to cover the cost of swimming pool hire-£1584. The pirate ship quotes have also come in- the favourite is a wetpour floor which should last at least 10 years but will cost £8000. Alternatively there is a carpet floor-£5000- but this only has a 5 year guarantee, or artificial grass with a 20 year lifespan- for £6500 + VAT. No grants have been sourced as yet- KM offered to approach to Tesco to ask if they might help towards the funding.	KM
	Other requests have also included the dining hall improvement, after-school iPads and Foundation stage outside area.	

	We currently have £2957.76 available to spend with a maximum	
	forecasted projection of £9000 for the year; therefore it is	
	impossible for us to fund everything and we agreed that we need	
	the school to decide what the priorities are. SH will get priorities	
	from the school and then we will be able to vote at the next	SH
	meeting.	
5	Feedback on events:	
	Film Night- High School Musical was not a good choice for KS1.	
	Agreed to offer a choice of 2 films for the school council to choose	
	from for future film nights.	
6	Upcoming events:	
6.1	Xmas Fayre- Saturday 3 <sup>rd</sup> December	
	EB to ask parents for donations for Christmas decorations via	
	Parentmail	EB, DP, KM
	John Ford has agreed to be Santa again- DP will drop the costume	
	round to him	
	KM and DP have organised Secret shop. To meet with EB on Wed to	
	go through everything. Jenny Rayner and Jenny Baines will help with	
	wrapping. KM to buy a box of labels.	
	Presents are bought and wrapped for Santa's grotto. 110 presents	
	have cost £140. To charge £2.50 per visit.	
	To offer face painting(£3), hair braiding (£1.50) and nail varnish	
	(50p) this year.	
	There will be 3 set up sessions: Fri afternoon, Fri evening, Sat am	
	Friday	
	Refreshment stall and sweet stall can be set up from 3.30 on Fri (DP	
	and EB to do).	DP, EB,
	KM will set up secret shop	KM, AT
	AT will set up games room:	
	Rudolph's Magic Carrots	
	Winter fruit machine (Eileen to do) to replace Tinsel Pool	
	Lucky Dip to replace Find the Bauble	
	Penny Drop- ET to lend fish tank	ET
	Throw the hoop on the reindeer	
	Guess the Santa- DP to update	
	Santa's Grotto- EB will ask Kerry John and Becky Dawson	
	Tombola- EB will ask Jenny Rayner. KM suggested asking for	
	donations for tombola instead of paying for non-uniform day for	
	future events.	
	Golden Crackers- covered.	
	Saturday	
	KM and DP secret shop 2-4.30	
	AT refreshments 2-4.30	
	Games- Sue Berry	
	Grotto- EL	
	Tombola- parent helpers	
	Golden Crackers- Wright boys	
	Need 2 people on the door-?Vyv Francis/Teaching staff	
	Money runner- SP, who will also organise floats	

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	AE has been organising stalls.	
	Other activities: the choir will perform, there will be an after school	
	club stall and an advent window unveiling.	
	EB to approach school to ask if the children could make a sign to	EB
	advertise on Sue Berry's house.	
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6.2	<b>End of Year Xmas Disco</b> – Friday 16 <sup>th</sup> December	
	AT to organise BT Donate. EB to send poster to EL to put on	AT, EB, EL
	Facebook	,,
	T decease.	
6.3	Next year's discos	
0.5	AB to book the disco for Easter and Summer next year please and to	AB
	do the letter for parents.	Ab
7	Reception performance- 13 <sup>th</sup> December 1.30 and 15 <sup>th</sup> Dec at 6.00	
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	KM, EL and SH + parent helper (KM to approach) can do 13 <sup>th</sup> Dec	KM
	Ad, SP and DP + parent helper (DP to approach) can do 15 <sup>th</sup> Dec	DP
	EB already has raffle prizes	
8	Diary of proposed events for 2017	
	Panto in school (popcorn)	
	Friday 3 <sup>rd</sup> February – Film Night	
	Sunday 5 <sup>th</sup> February – Beetle Drive?	
	Saturday 25 <sup>th</sup> February- Swishing night organised by Sarah Ruppin	
	Sunday 19 <sup>th</sup> March – Easter Bingo	
	Friday 24 <sup>th</sup> March – Easter Disco	
	Friday 12 <sup>th</sup> May – Film Night	
	Saturday 20 <sup>th</sup> May – Summer Fete	
	Saturday 17 <sup>th</sup> June- Quiz night organised by Sarah Morgan	
	Sunday 9 <sup>th</sup> July – Fen Gallop	
	Friday 14 <sup>th</sup> July – end of year Disco	
9	Willingham Sports Kit update	
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	DC has ordered sports kit. SH will ask for the invoice to be sent to us.	
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10	Cake sale rota	
	This is now ok. This week will be a whole school bake for Children in	
4.4	Need.	
11	Christmas Fundraising	
	The online Christmas card ordering has not been successful this year	
	due to the website being unable to cope with demand so we have	
	resorted to traditional ordering. JB has been working on the orders.	
12	End of Year Newsletter	
	EB will start working on this after the Christmas Fair	
13	Popcorn machine	
	AT has found a large popcorn machine suitable for a party via ebay	
	for £180 – to come with extended warranty. There was a unanimous	
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	vote to purchase it- AT to organise and also to look at sourcing	AT
	popcorn kernels.	
14	AOB	
	Easy Fundraising- EB has had a big push and more people have now registered	
	There will be pudding and drink at The Duke to thank Sue for 10yrs of service to the WSA – 8 p.m. Thursday 1 <sup>st</sup> December after the Christmas lights switch on. All welcome and to invite staff as well. EB has presents for her, Kathryn and Jess.	
16	Date of Next Meeting	
	Tuesday 20 <sup>th</sup> December- curry from 8pm	