

## WSA Minutes – Monday 12<sup>th</sup> March 2018

### The Duke of Wellington pub, Willingham, 8pm

Present: Emma Bowyer (Chair), Emma Launchbury (Vice Chair), Marie Clements (Treasurer), Katy Gilbert (Secretary), David Morel, Justine Green, Amanda Swann, Suzi Haigh, Andrea Eccles, Susan Passmore, Lorna Hopcroft, Natasha Heighes

Apologies: Karen Monks, Richard Blount, Alice Brown, Jacqui Barry, Lisa Lewis

2. We need to recruit new treasurer in place of Adilla who has stepped down from the role. Job description to be mailed out. SP will continue to manage floats at our events.

3. Treasurer's Report: £213 was made from the film night, £82 from cake sales, £73 from performance raffles and refreshments. However only £38 was made from the yr 1 afternoon performance so it may not be worth running this in future. Check with office what tickets were sold. We received £400 from the Co-Op and £83 from the Beetle Drive. We now have £17k in the account which needs to be spent to ensure we don't exceed £20k limit for charity status.

4. WSA Spending: DM has requested 48 coloured recycling bins for school, using £524 from the Co-Op funds. Mrs De Jong is organising this, as Year 5 are studying eco and sustainability. The bins will be positioned around school by the Eco Club. Unanimous committee vote in favour of this funding. KG to notify Co-Op of this spend.

Year 6 have requested a set of 16 French dictionaries for £115. Feedback from Cottenham Village College is that students need to improve on their written French.

Reception have requested phonics books and sound cards specifically for reception aged children. Currently books are spread out amongst all of KS1. Request is for £487 for Phonics Fairy books. Majority committee vote for dictionaries and phonics books.

ICT – DM has had an audit done on our current equipment. He will provide examples of the equipment we could have, and will give this to staff to show them how it can be involved in teaching.

5. Swimming pool – DM said that at Cottenham Primary School they had to find fully trained lifeguards, not just resus trained. Danny Carminati is looking into rules and will be booking the resus training shortly.

6. New intake letter – WSA to provide letter for new children starting school in September. KG to update letter and circulate to committee to check for amendments.

7.1 Film night – wording of letter to change slightly, re. behaviour policy. KS2 behaviour very good. One isolated incident with one member of KS1 which DM dealt with directly.

7.2 Beetle Drive: This raised £83 and went well. Not many cakes provided. It was very nice weather on the day, so less people turned up.

8.1 Easter disco – Easter themed Haribo to be given out at the end. Discussed how we can streamline the process of the children entering and exiting the disco.

8.2 Easter Egg Bingo – Danny Carminati has said that he will be our bingo caller. EB to attend, along with MC, LH, AS, KG. Set up from 12.30. EB to ask school kitchen to provide traybake and left over cakes from school bake for Sport Relief. Raffle prizes from local businesses. KG sorting this.

8.3 Adult disco – 80's disco with competition for best dressed. Need to sort alcohol licence and decide ticket cost. Start publicity after Easter.

8.4 Fen Gallop – leaflet has now started to be distributed. £1,500 in sponsorship has now been raised (two new sponsors have signed up since leaflet went to print) which covers running costs. 125 sign ups for the 10k, to date.

Combined run and school fete this year (9am registration, 10.20am 10k start, 10.40am 4 mile start, 11.45am presentation, fete to run from 12-3pm) Set up for fete at 11am.

1pm – mini sprint for under 5's, 1.20pm – longer 2k to match park runs (2 laps of field) Raffle – gambling licence required. £1 a strip. KG to speak to local businesses for prize donations. Recruit year 6 to help with something similar to Golden Crackers. Bucket collection as well.

Performances – suggested that we contact Ladybird Borland Dance School, Karate, One Leisure, Willingham Wolves, Cambridge Fire and Rescue, Kickstars.

We will run a tombola, but no small stalls unless helpers come forward to run them.

Justine Green's husband has agreed to photograph Fen Gallop event.

9. Performances- yr 5 performance – AS afternoon, AE evening. No alcohol at either performance.

10. Year 6 hoodies – 21<sup>st</sup> July is the Leaver's Party which is being organised by a group of parents. £5 allocation from WSA for it instead of Bushcraft. Hoodies - children voted on design. Jacqui Barry to liaise with JG. £13.50 per hoody for small. Higher cost for adult sizes as they include VAT. WSA can pay the VAT so that each child pays the same, regardless of size requirement.

Autograph books – enough leftover from last year. Photo of class on pirate ship/ Bushcraft. To be distributed two weeks before term ends.

11. Bags2School – Aim to book for Monday 30<sup>th</sup> April and use any remaining items from Hannah Deeks' swishing event which is held on the 28<sup>th</sup> April.

12. EB announced to the committee that she will be stepping down as Chair from WSA in July. She will remain on the Fen Gallop committee. We need to start to recruit for replacement now.

13. Next meeting Monday 30<sup>th</sup> April The Duke 8pm.