



Parents At Wheatfields

Wheatfields Primary School Association Meeting
25 April 2023 – 7:15pm

MEETING MINUTES

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

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 27 February 2023 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.		
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Progress from last meeting

Nursery Clear Out

Mrs Verney-Davies has asked for parent volunteers to help clear out the nursery at the end of term. Paws will put out a request for volunteers to assist

Bags2School

The Bags2School school collection was very successful, raising £85. The next one will be planned for mid-October.

Used Uniform

The latest uniform sale went well, raising £40. PM has discussed dates for the next sale with Mrs Verney-Davies. These can't be held during the Stay And Read sessions but holding them on the Frozen Fridays may work well if there are enough helpers.

Mrs Perring offered to host uniform sales at Kids Club during the school holidays, But there are concerns around keeping the school site secure.

Coronation

School will be holding an event to mark the coronation and need volunteers for set up. Several members of the Paws committee are available to help on the day.

It was suggested that parents and carers attending the event offered coffee and cake.

Children recently received souvenir mugs from the Town Mayor, so it was agreed that there is no requirement for Paws to provide an additional souvenir

Grounds Day

DP / CP to check if parents can be offered coffee & cake

The Grounds Day was very successful with lots of jobs completed. DP will compile a list of jobs to be done at the next grounds day, to be held in the autumn.

Sponsored Event

The children enjoyed the recent sponsored event. It has raised £156 so far, with all the money due to be handed in by May 5th.

PM / MW to meet and count sponsored event money

Auction of Promises

The organisation of the auction of promises is underway. ND has created a Google form to be sent to teachers and parents who are pledging a promise. ND will also ask local companies for donations. The auction website has also been created.

DP / CP to check if auction date can be moved.

The auction is due to start on May 12th, but ND has asked if this can be pushed back to May 19.

Disco

The disco cannot take place on May 12th as this will clash with the Coronation event. The committee discussed holding this towards the end of the summer term. This will be discussed at the next meeting

Co Chair

PM advised that there have been no volunteers to step into the role of chair when she leaves in 2024. ND is prepared to take on a co-chair role, but wouldn't have the time to take on everything the chair is responsible for.

PM to make list of chair tasks / job description

PM will make a list of all the tasks that she carries out. The committee will review these and look at how they can be divided up.

Fundraising

MW Shared a finance update with the committee.

PAWS has raised around £4K this school year, with around £500 of that this term. Money was raised this term through Christmas card sales, Valentine's dress down day, Easter colouring competition, and sales of stalls for the summer fair.

Expenses of around £3.5k this year include Viking day, life bus, plants, and Easter eggs.

PAWs currently holds £7.7k in the bank account. The committee discussed what to spend this money on. Ideas included outdoor provisions such as an outdoor classroom.

The school has requested that Paws funds the Life Bus every year as it's a valuable resource for the students. PM noted that this expense will need to be reapproved by the committee every year. The committee agreed to fund the Life Bus visit in 2024.

Summer Fair

The summer fair will take place on July 6th. There are 10 stalls and two food stalls confirmed to date. The committee discussed the games and stalls that they could provide.

Raffle prizes are needed and committee members will ask local businesses if they can provide these

All to request raffle prizes

New Items for discussion		

Any other business		

Date of next meetings
The next committee meeting date is 13 July

The Chair declared the meeting closed at 9:00pm

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CHAIR

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DATE