

Willingham Primary School Association (WSA)  
Registered Charity No. 1039136

WSA Meeting  
Wednesday 6 May 2026 7.30 pm

Venue: The Bank



AGENDA

	Item
1.	<p><b>Attendees and Apologies</b></p> <p>Attendees: Fleur Tarpey (Chair), Sarah Morgan (Vice Chair), Tamar Oviatt- Ham, Becky Binney, Georgia Warburton, Abbie Wong and Nicole Byatt</p> <p>Apologies: Ian Morgan, Clare Mason, Helen Hughes, Lara Feather, Clare Gregory, Mona Paalanen, Catherine Wainwright and Clare Taylor</p> <p>No response: Beth Houghton and Sophie Talbot.</p>
2.	<p><b>Minutes of the last meeting and any matters arising (circulate)</b></p>
3.	<p><b>Treasurers Update</b></p> <p>Cash in Bank £8,212.45 £16,759.45</p> <p>Petty Cash £1,672.26</p> <p>Liabilities £1,500.00 approx.</p> <p>Available £25,144.16</p> <p>- Ian looking at claiming back VAT and Gift Aid and has been working on a grants tracker.</p>
4.	<p><b>Funding Requests</b></p> <p><b>Update on:</b></p> <p><b>CogMed update</b></p> <p>- Won't be redoing this next year. Has not been embraced by the whole school.</p> <p><b>Update on iPads</b></p> <p>- Yopa Board, still looking into.</p> <p><b>Action:</b></p> <p>- Sarah to get confirmation from School on if Ipads are now required due to the replacement with tablets in the ITC suite. If tablets are required, can review with Yopa. - <b>Sarah M</b></p>

### **Pirate Ship/Outdoor Play Equipment**

- Fleur has spoken to Playdale and has been sent a gold standard plan circ £90,000. Modular so bits can be replaced, 25 year guarantee.
- Sarah meeting Sovereign on 2 June at 11am. Can provide modular equipment
- Pentagon Play -Modular, Main piece £12,000, Trim trail £11,000. Histon Primary School have something from Pentagon.
- Sarah has applied for two grants but has been turned down for both. Applying for a third currently.
- Pirate Ship 15 years old. Spent £3,500 three years ago on it.
- Agreed funds raised from main WSA events will go towards Playground

**Update needed from school on progress on spend on last coop award, fitness equipment around the running track (receipts will need to be provided)**

#### **Action:**

- Need to look back at the request and check status of spend - **Fleur**

**Ideas for coop application last one was in July previous was in June so need to be ready**

#### **Action:**

- Fleur to review whether we apply this time - **Fleur**

#### **New Requests:**

##### **Year 6 Leavers Party**

- 60 children so total of £300 requested to find photo booth - **Agreed**

##### **Computer suite**

- Request for money towards this. It was circ £13,000 for laptops, three year warranty.

#### **Action:**

- Becky to follow up and request form be completed – **Becky B**

### **5. Fen Gallop/Village Fete - Sunday 5th July**

- Fleur attended the Fen Gallop meeting on 5 May. Updated that the event had already broken even. This year they are asking sponsors for any amount as no set amount re sponsorship.
- Fen Gallop Committee get 25% profit for their charities and rest goes to WSA
- WSA will be managing the bar at the event and have applied for TENs license
- Sarah sorting volunteer sign up
- WSA will organize the bar at the Fen Gallop and will lead the kids 1 mile race and toddler sprint at the summer fete
- WSA will have a marquee at the summer fete and will have a sweet stall including selling soft drinks and snacks, a teddy tombola and glitter tattoos.

	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>- Sarah to share sign up sheet – <b>Sarah M</b></li> <li>- Sort TENs - <b>Tamar</b></li> </ul>
6.	<p><b>Upcoming Events/Dates</b></p> <ul style="list-style-type: none"> <li>- <b>Uniform Sale - Friday 1 May, Friday 5 June and Friday 3 July</b></li> <li>- <b>Not Just Fathers Day event (Keyrings) – Friday 19 June (Lunch time and After School)</b> <b>Action:</b> Becky to check hall is free – <b>Becky</b></li> <li>- <b>Sports Day refreshments – Wednesday 17 and Thursday 18 June</b> Sarah is organising strawberries from Les Ward and Scones from Lot 25 Bought 2 pop up cool bags £7.99 each</li> <li>- <b>Ice cream sales after half term</b> – Doing the card sales and then full sales after half term</li> <li>- <b>Summer play – Yrs 5 and 6 – 7, 8 and 9 July</b> <b>Action:</b> Sarah to do poll for helpers - <b>Sarah</b></li> <li>- <b>Rocksteady performance 7 July</b> - Fleur and Abbie will do refreshments.</li> <li>- <b>Reception presentation – Wednesday 10 June</b> – Sarah and Fleur to attend.</li> </ul>
7.	<p><b>Swimming Pool</b></p> <ul style="list-style-type: none"> <li>- Resus Training completed and extra session on 19 May at 6pm in Hauxton</li> <li>- Have all volunteers required and a rota has been completed</li> </ul>
8.	<p><b>AOB</b></p> <p><b>Safeguarding training</b> Sign up to training if you need to do a refresher</p> <p><b>Fundraiser ideas from catherine, pub quiz, wine and cheese, do a poll for different types of events.</b></p> <ul style="list-style-type: none"> <li>- Discussed a pub quiz . Agreed provisionally to hold in the bank on 14 July. 40 people teams of 4</li> </ul> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>- Becky to check re the Bank before we advertise – <b>Becky</b></li> </ul> <p><b>Emergency First Aid at Work Training in September</b></p> <p>14 and 16 September in a morning</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>- Sarah/Fleur to poll WSA re availability – <b>Sarah/Fleur</b></li> </ul>
9.	<p><b>Date of next meeting (daytime)</b></p> <ul style="list-style-type: none"> <li>- Tuesday 23<sup>rd</sup> June , Lunchtime at school</li> </ul>