

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



**WSA Meeting
Tuesday 23 June 2026 12.30 – 2.00pm**

Venue: Willingham Primary School

MINUTES

1. Attendees and Apologies

Attendees:

Mona Paalanen, Georgia Warburton, Sarah Morgann, Fleur Tarpey.

Apologies:

Tamar Oviatt-Ham, Ian Morgan, Catherine Wainwright, Nicole Byatt, Clare Gregory, Abbie Wong, Clare Mason, Helen Hughes, Becky Binney.

No response:

Lara Feather, Sophie Talbot

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

- Review actions

Actions: Ensure other members are trained in first aid for succession planning - **Fleur**

3. Treasurers Update

- Current account £5,900.50
- Savings Account £16,765.45

4. Funding Requests

New

- Honey pot peg dolls £210 and biscuits, £65 for leavers – already approved via WhatsApp
- Year 6 trophies
Action: More detail and quote required - **Sarah**
- Midday equipment - £815.20
Action: Mona to go back to Lucy Godby regarding costs - **Mona**
- Hats for play leaders – This request was rejected.

Ongoing

- Update on iPads – Ian has written caveats to add to the contract and would like Mona and Jo to check that they are happy with it prior to sending it to Yopa. This has now been approved and sent
- Update on Outdoor Play Equipment – second quote £1300 so higher than the last. We will seek a 3rd quote from Online Playgrounds and continue with grant applications and gift aid

for go fund me etc. Ian to gather information and send to HMRC. Playdale best option so far. 3 year payment deal.

- Update needed from school on progress on spend on last coop award, fitness equipment around the running track (receipts will need to be provided) We have the funds so can we put them towards the new playground apparatus as it is for physical activity.

Action: Catherine to update coop – Catherine

5. Feedback from recent events:

- Sports Day - Went well, £460 raised chilled coffee sold well as did the strawberries and scones.
- Not Just Father's Day - We needed more day volunteers but otherwise went well.
- Swimming after school (ongoing) – increase FB and emails to boost bookings – shades installed.

6. Fen Gallop/Village Fete - Sunday 5 July

- Volunteers sheet – who will be attending from the Committee. Review slots that need to be filled. 37/57 slots filled.

Action: Volunteer plea on FB and email again. 1pm – 3pm especially short - Sarah

- Plan for the day

Action: Communicate with team - Fleur

- Comms between the committees – Fleur to stay on FG until July 2027 but need another

7. Upcoming Events/Dates

- Ice-cream sales - every Friday until end of term £100 – 150 each week.
- Uniform Sale - Friday 3 July
- Rock Steady Concert - Tuesday 7 July Fleur and Abbie
- Summer play: Yrs 5 and 6: 7 - 9 July (all at 6pm)

Action: Need another volunteer on Wednesday - Sarah

- Music assembly refreshments - Sarah and Fleur
- Summer Quiz – Tuesday 14 July 7pm the Bank

Action: Georgia poster and answer sheets, Sarah Sum up, Fleur all other

- Reception welcome packs - small hats again this year

8. AOB

- Honeypot rep - Need a HP rep to cover Beth – Annette?

Action: Sarah to ask

- Shed

- **Action:**

- Need to chase base prep for shed - Sarah
- Need to chase shed offer from a new intake parent - Fleur

9. Date of next meeting (evening)

TBC