

Willingham School Association  
 Minutes of Meeting  
 Tuesday 8<sup>th</sup> December 2015



		Actions
1	<p><b>Attendees</b>            Sue Berry (SB) Kathryn Wright (KW) Emma Bowyer (EB) Suzi Haigh (SH) Jess Llewellyn (JL) Lindsey Day (LD) Andrea Eccles (AE) Christina Luca (CL) Nicola Slater (NS)</p> <p><b>Apologies for absence from:</b>            Nicola Dreutt (ND) Lisa Lewis (LL) Danielle Peacock (DP) Danny Carminati (DC) Sarah Hazlehurst (SHa), Katy Gilbert (KG)</p>	
2	<p><b>Review minutes from previous meeting</b>            It was agreed that the Minutes from the 17<sup>th</sup> November 2015 were correct. Lisa is to put the minutes on our website.</p>	LL
3	<p><b>Spending plan / Governors meeting</b>            SH / EB / SB had a very positive governors meeting on 18<sup>th</sup> November. School pleased with what WSA have agreed to fund. (see separate list).</p> <p>School have so far invoiced for Panto, crackers and road safety. Other items being ordered.</p> <p>Agreed it would be good for Suzie to catch up with Jo A in the new year on other items. We need to ensure things are purchased in a timely manner.</p> <p>School council funding – current cakes sales funds are done, so council might not get as much as projected. Suzie to let Sarah Varty know.</p> <p>Easy fund raising – we need to raise the profile of this. One school raised £9,000 in a year!</p>	SH,
4	<p><b>WPS Safeguarding</b>            Kathryn followed up with those present to sign BOTH safeguarding forms. Most of committee now up to date. Kathryn to follow up on outstanding and pass info to school and Suzie for safe keeping.</p>	KW
5	<p><b>WSA hand book</b>            This is now updated and on google docs. It has also been sent to all committee members. This also includes the updated disco instructions.</p>	

6	<p><b>Christmas Cards</b> Orders have come in and are with parents. Suzie will update on profit in the new year.</p>	SH
7	<p><b>Christmas Fayre</b> Great year, 27% up on profit. See separate sheets for breakdown of revenue and feedback on event, ideas for next year.</p>	
8	<p><b>Nativity performances</b> These have now occurred.</p>	
9	<p><b>Disco</b> Children getting water and bag of Haribo. New procedures drafted up. Numbers were collected in the meeting and WSA helpers recognised, we need 4 per disco plus other helpers.</p> <p>Further review of disco to occur after the event at next meeting</p>	
10	<p><b>Newsletter</b> Emma &amp; Suzie finishing this off.</p>	EB
11	<p><b>Twitter</b> Lindsey to set up a twitter account to use more in the next few year. Lindsey reviewing the results of our face book page, photos get more hits than just text. We need to encourage more likes.</p> <p>Lindsey to update page regularly and update committee at next meeting.</p>	LD
11	<p><b>Calendar/Events</b> A calendar of events for next year should go out in the week of the disco. The following should be included:-</p> <p>Thursday 7<sup>th</sup> January - Panto (EB to check if we need to do popcorn again).</p> <p>Friday 5<sup>th</sup> February - Film night for years 1-6 (Sarah Hazlehurst to advise on topic)</p> <p>Sun 7<sup>th</sup> February - Beetle Drive – Eccles to sort</p> <p>Saturday 27<sup>th</sup> February - Celidh (Sue to check availability of Ploughman Hall for Sat 27<sup>th</sup>) (Katy to find out about a band) - BOOK</p> <p>Friday 18<sup>th</sup> March - Sports Relief, disco and cake sale</p> <p>Sunday 20<sup>th</sup> March - Easter Egg Bingo</p> <p>Friday 22<sup>nd</sup> April - Food evening (“Taste of Willingham”)</p> <p>Friday 13<sup>th</sup> May - Film Night</p> <p>Saturday 21<sup>st</sup> May - Fete (Emma to phone local schools to check date clashes)</p>	<p>SB</p> <p>Sha</p> <p>KG</p> <p>EB</p> <p>SB / KG</p>

	<p>Sunday 3<sup>rd</sup> July - Fen Gallop (Sue to speak to Emma about Neil Marsh sponsorship)</p> <p>Friday 15<sup>th</sup> July – End of year disco</p>	
12	<p><b>Next Meeting</b> The next meeting will be held on the 12<sup>th</sup> January at Emma’s House 3 High Street.</p>	
13	<p><b>AOB</b> WSA Night out Friday 15<sup>th</sup> Jan, Bank from 6.30ish, then on for a curry.</p> <p><b>CAKE sale</b> How do we get more help, school council help? We need a helper per class, can we get teachers to push.</p> <p>Cake of the week, use photos on face book to increase baking / sales and hopefully help?</p> <p><b>Notice board</b> How can we keep this updated?</p>	