



Willingham School Association
Minutes of Meeting
30th October 2017

		Actions
	Attendees: Emma Bowyer, Emma Luanchbury, Marie Clements, Amanda Swann, Andrea Eccles, Suzi Haigh, Justine Greene, Lorna Hopcroft Apologies for absence from: Katy Gilbert, Karen Monnks	
1	<u>Review minutes from previous meeting</u> No further comments	
2	<u>Treasurer's Report</u> Marie is still trying to access the bank accounts and needs some money transferring from the savings account to the current account to cover all the cheques to be paid – ACTION EB	MC/EB
3	<u>Funding Request for Y1</u> Y1 have requested £400 to pay from more outdoor facilities as this area was specifically mentioned as being poor by OFSTED. The committee agreed to this funding request.	
4	<u>Feedback from events:</u> Ceilidh – ticket sales were poor, but actually it meant that there was plenty of room for everyone to dance and there was positive feedback from those who went. We will have to pay £90 for the hall hire which we were not expecting, but even with this, we think the profit will be around £250 once we have paid the expenses. Film Night – there was still bad behaviour from some of the KS2 children and the sound was poor meaning it was often difficult to hear the film. Plan to move back into classrooms in future.	
5	<u>Upcoming events:</u> Bags2School – arranged for 7 th Nov. Bags could be left in the bike shed rather than in school if delivered before 7 th . Christmas Wreath Making Workshop - 6 th Dec. Emma Byrom is organising this. £10 per person to include all materials for the wreath and mulled wine. Emma will demo and then people can make their own wreaths to take home. End of Term Disco - 8 th Dec.	

	<p>Winter Fayre – planning is going well.</p> <p>The committee decided to offer hot dogs with home made apple sauce & stuffing as this would be much cheaper than a hog roast. Ben Rayner is happy to man the BBQ. Plan for 150 plus a vegetarian option.</p> <p>Advertising has been done.</p> <p>EB is getting Swavesey Rock School to provide live music.</p> <p>AE will do the risk assessment.</p> <p>Adilla Takun is booking stallholders.</p> <p>Teachers to man the Secret Shop.</p> <p>EL & SH to man Santa's Grotto.</p> <p>Parentmail to go out asking for donations – ACTION EB</p> <p>The WSA cupboard needs sorting before a Bookers trip can be done – ACTION AS/EB</p> <p>Sophie Eccles & Ebony Swann to man the children's sweets stall.</p> <p>Becky Dawson will take pre-orders on Christmas trees.</p> <p>John Ford is confirmed as Santa.</p> <p>Ally Bode & her daughter will do hair braiding and nails.</p> <p>Marion Rose & Kathryn Wright are running a willow lantern making workshop</p> <p>EB to find people to put crafts together. Y6 pupils to run the room.</p> <p>Donations needed for tombolas.</p> <p>EL organising Golden Crackers.</p> <p>CI Photography will be doing family portraits.</p>	
6	<p><u>Reception Nativity Performances</u></p> <p>Tuesday 12th Dec 1.45pm</p> <p>Thursday 14th Dec 6pm.</p> <p>We need people to run the refreshments.</p>	MC
7	<p><u>Diary of events</u></p> <p>See appendix.</p>	
8	<p><u>Cake Sale Rota</u></p> <p>17th Nov – whole school bake for Children in Need (EL, AS, MC)</p> <p>8th Dec – Y2 (AS, MC)</p> <p>EL will be helping with the Advent Window Launch in the Y5 classroom.</p>	
9	<p><u>Christmas Fundraising</u></p> <p>This was a lot of work in a short space of time for Mrs Varty. We need to be earlier next year.</p>	
10	<p><u>Date of next meeting</u></p> <p>Monday 4th December. Venue TBC.</p>	