



Parents At Wheatfields

Wheatfields Primary School Association Meeting
2 February 2026 - 7pm

MEETING MINUTES

Attendees: Nicole Davies, Alex Gaffney, Sarah Hill, Marianna Whelan, Stacey Roe, Nance Smith, Lauren Rothwell, Debbie Pope, Jess Smith

Apologies: Jade Jeries, Ruth Leach Murden, Johanna Biggs

Minutes of last meeting

Action items: None	Person to action	Deadline
Approved		

1. Apologies

Action items	Person to action	Deadline

2. Minutes of last meeting

	Person to action	Deadline
All the actions from the last meeting were related to the Christmas Fair were completed.		

3. Disco

Action items	Person to action	Deadline
Spring Disco - agreed timings were the same as previous disco. Quiet hour 4:30 - 5:00 5:00 - 6:30		
Jade - to set up booking form after half term	Jade	23/02/2026
SR to check what wrist bands we have. Pricing	Stacey	23/02/2026
Photos - price will be £2.	Nicole	23/02/2026
Advertise card machine on door and kitchen.		
Face glitter instead of face painting - Jess to look into designs	Jess	23/02/2026

Refreshments Drinks Fizzy, Fruit Shoot, Tea and coffee No alcohol Popcorn Crisps		
Pick a stick for sweets (ND) must have chocolate.	Nicole	09/03/2026
Give a glowstick on entry - let people know we are selling in kitchen.		
JJ - make and print posters	Jade	09/03/2026
Drawing table. Alex to print pictures for colouring.	Alex	09/03/2026

4. Finance Update		
Action items	Person to action	Deadline
<u>Use of QR codes</u> We are not able to use Bopp anymore as it is not supported by parent kind. Sum up is free to generate QR codes and has 2.5% transaction fee. The group were supportive of using it for donations. MR to set one up.	MR	By next meeting

3. Review of Winter Events		
Action items	Person to action	Deadline
<u>Panto</u> The panto was well received by children and staff. We need to book by the end of February to lock in last years prices. MR to look at prices and availability for next year. DP speak to Emma about booking the panto and 1 sitting.	MR DP	28/02/2026 Complete
<u>Festive Friday</u> Positive that it was all for children and range of activities. Did not work having it straight after school as it was too rushed. Volunteer resource heavy for the amount of profit raised on some stalls. Timings of getting into rooms made it difficult and rushed to set up, for example getting into kitchen and heating up the slow cookers (could Lindsay put the slow cooker on whilst they are clearing up?) Grotto - need agreement of what / how it will run. A teacher link between us and school will help things to run smoother. Buy more hot chocolate as this ran out fairly early on. Colour raffle was nice but it did raise quite a bit less money.		
<u>Photos</u> The size of the print was smaller than last year and there were delays with printing so they were given out in January.		

Next year all photos to be whole class (Y1 and Y2 were smaller groups, this made it more difficult for PAWS to print etc). Due to resource of volunteers, we agreed we will not be doing photos for KS2.

5. New Events and spending

Action items:

Person to action

Deadline

Sponsored Event - Thursday 26th March

This will be on the last Thursday before Easter (26th March)

We wanted to work out what we would like to buy to help children fundraise. We want to fund several small projects/equipment for the playground.

We would have a range of different packages - each package would include something for both KS1 and KS2.

- Playground Marking (Alex)
- KS1 Mud Kitchen (DP)
- Eco area (SR)
- Fitness Equipment (DP)
- Wall markings (Alex)
- Outdoor Classrooms (LR)

Activities

Andrea - Fitness Class

Yoga (DP to ask)

Football

Obstacle course

Tennis

Cross country

JJ to design sponsor forms - based on last years designs.

Jade

13 Feb

Outdoor Classroom

Discussed the benefits of an outdoor classroom. PAWS were supportive of this but would like more detail.

DP to ask the school what sort of thing they would like and how much it would cost.

This is likely to be a PAWS spend and the sponsored event would be playground enhancements.

LR to research options and costs.

W/C 9th - posters out over Parents evening (ND Dojo post. DP to print and put up presentation).

W/C - 23rd Feb- Assembly and send out sponsorship forms (that week)

W/C - 23rd Feb - Quotes in by 27th Feb

W/C - 2nd March - show pictures of what items we can buy

DP
All
DP

W/C 23rd Feb
27th Feb

6. School update		
Action items:	Person to action	Deadline

Any other business		
Action items:	Person to action	Deadline
Refreshment for KS2 performances Due to low take up in previous years PAWS will be providing refreshments,		

Date of next meetings	
Committee Meeting	No meeting before fair due to availability. If availability works we will try to hold a meeting early March, TB

The Chair declared the meeting closed at 21:15 pm

.SRoe.....

CHAIR

.05/02/2026.....

DATE