



Parents At Wheatfields

Wheatfields Primary School Association Meeting
28 September 2026 - 7pm

MEETING MINUTES

Attendees: Jade Jeries, Stacey Roe (Co Chairs)
Nicole Davies (Secretary)
Marianna Wheelan (Treasurer)
Gemma Thompson, Johanna Biggs, Alex Gaffney, Sarah Hill, Sally Parker, Sarah Hill, Stephen Baldwin

Apologies: Ruth Murden, Jess Smith, Lauren Rothwell, Nance Smith

1. Apologies

Action items	Person to action	Deadline

2. Minutes of last meeting

	Person to action	Deadline
All actions from the last meeting were closed down.		

3. Review of summer events

Action items	Person to action	Deadline
Discussed parent feedback. Discussed alcohol free options, mulled wine and pimm's, consider for next events. Parents Questionnaire PAWS Parents Questionnaire - Google Forms <u>Performance Refreshments</u> Discussed value in refreshments for Christmas performances. Agreed its not worth the effort versus how many people take us up on the refreshments. Possibly just for the Y5 and Y6 performances with leftover refreshments.		

4. Committee Structure and AGM

Action items	Person to action	Deadline
<u>2026 27 Committee Structure</u> JJ explained the proposed committee structure. We are proposing to split the treasurer into 2 roles. Secretary could also be a split role. <u>Roles</u>		

JJ created a list of jobs for the committee, with the view of splitting out between volunteers. JJ to send a list to all, to see what they would like to do. JB - volunteered to take on Social media to promote PAWS. Committee to ask Emma to look at if we can have an Instagram account to mirror the Facebook one. <u>AGM</u> Propose date of 10th November - needs agreement from school. AGM to be hybrid and on zoom.	JJ	
	Committee	

5.Outdoor Spending		
Action items	Person to action	Deadline
Outdoor play equipment is ready to order, just waiting for an agreement from Emma before purchasing.		

6. Autumn Term Events		
Action items:	Person to action	Deadline
<u>Tea and Tissues</u> Agreed not to run as hasn't been well attended in the past. PAWS will make committee meetings more visible on Dojo and email to give parents the opportunity to attend and meet each other that way. We will hold a PAWS social each term, to informally get to know each other and other families in the school. <u>Zactive</u> All booked and arranged with the school. SR to see if we can get posters printed for each class. <u>Disco</u> Need school sign off for date. JJ to speak to school and see if we should go ahead on this date, if not alternative would be a November Glow Disco - to tie in with Bon fire night. SH to see if any teachers can attend if we do 16th October. <u>Christmas</u> Would like to do same as last year - possibly on 4th or 11th. Need to decide when we can set up Grotto. It would need to be set up in advance. Colour raffle last year didn't work as well. Agreed for Gemma to organise the raffle this year. <u>Craft Fair</u> Used to do a craft fair with Christmas fair. We didn't have the volunteers to manage the booking and the H&S associated, and felt it wasn't children oriented. Discussed we could do this but it would need to be a separate event. <u>Wreath Making</u> Looking at dates to run another wreath making workshop - this time to be advertised earlier.	JJ SH ND	29 September 2 October

<u>Christmas Cards</u> This needs to be a school decision, as they will need to coordinate getting children to do the designs. We need to let them know by 19th October Art work to be completed by 23rd October. To get view from School. JJ to ask KH. Next year - discussed at Summer meeting and agree with school. <u>Performance Photos</u> Speak to Francis to see if he would be willing again. Dates TBC as we do not have the confirmed school calendar.	JJ KH	Friday
	SR	19th October
		10 November

7. School update		
Action items:	Person to action	Deadline

6. Finance		
Action items:	Person to action	Deadline
MR updated the group on the year end accounts. £7,171.70 profit raised last year and there is just under £12,500 in the bank account. £6,600 - has been budgeted for gym equipment and playground marking and additional money for Life Bus in Spring Term. There is just over £4,000 available. We need to hold a budget meeting with school to understand priorities for the year, including fans and air conditioning. A Y6 parents left us some money for children in hardship, to be used to support School Trips. We will work with the school to ensure there clear visibility of this money and it goes to those in need.		

Any other business		
Action items:	Person to action	Deadline
School Mascot Could we have a school mascot? Would this help raise money? Speak to School. SR to set up a PAWS Whatsapp group for 2026_27.	SR	2 October

Date of next meetings
Committee Meeting 10th November, after AGM.

The Chair declared the meeting closed at 22:00 pm

.....

CHAIR

.....

DATE