



Parents At Wheatfields

Wheatfields Primary School Association Meeting
20 October 2020 - 7.00pm

MEETING MINUTES (AGM)

Attendees: Theresa Thornton, Clare Probert, Leigh Gray-Thomas, Afshan Khan-Blacker, Paula Melville, Naomh Campbell, Rachel Pope, Russell Pope, Kirsten McLaughlin, Kevin Sporn, Joannah, Jade Hockie, Mark Thornton, Louis Thornton, Alex Jaggs, Mr Jaggs, Mr Khan-Blacker

Apologies: None

Minutes of last meeting

Action items: None	Person to action	Deadline
Approved		
The minutes of the last meeting AGM were circulated and approved		
RESOLVED: to approve the Minutes and for the Chairman to sign these as a true and correct record of that Meeting		

Welcomes

Paula Melville welcomed the attendees to the meeting.		
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Committee Reappointments

The Committee were all thanked for their efforts over the last year. The Secretary will be standing down, but wishes to remain on the committee. The Chair and Treasurer were willing to stand for re-election for a further year.

Chair – Paula Melville	Proposed by Theresa Thornton Seconded by Clare Probert		
Treasurer – Kirsten McLaughlin	Proposed by Theresa Thornton Seconded by Claire Probert		
Secretary – Jade Hockie	Proposed by Kirsten McLaughlin Seconded by Claire Probert		
Member - Katie Skinner	Proposed by Claire Probert Seconded by Kirsten McLaughlin		
Staff Rep – Clare Probert	Proposed by Theresa Thornton Seconded by Kirsten McLaughlin		
Staff Rep – Leigh Gray-Thomas	Proposed by Theresa Thornton Seconded by Kirsten McLaughlin		
Staff Rep – Afshan Khan-Blacker	Proposed by Theresa Thornton Seconded by Kirsten McLaughlin		

Report on Last Years' Activities		
Action items	Person to action	Deadline
<p>Paula advised that no update has been received from the Charities Commission, so the proposed review of the Constitution is on hold until this has been received.</p> <p>PL gave a brief overview of the PAWS activities over the year, noting that fundraising has been challenging due to COVID-19.</p> <p>Mrs Thornton thanked Paula and the committee for their work. She noted that PAWS is well supported by the staff and parents, and the next year looked promising.</p>		

Finance Report		
Action items	Person to action	Deadline
<p>Kirsten shared the financial report with attendees. The books are now managed on Google and can be viewed by anyone who would like to see them.</p> <p>Income has dropped due to COVID-19, but some fundraising events have been planned for the remainder of the year.</p> <p>Kirsten highlighted the 'EasyFundraising' app as a useful fundraising tool with a lot of potential.</p> <p>Outgoings this year have included classroom resources such as Kindles, and leavers hoodies. A 'spare clothes' project for KS2 was low budget, but with worthwhile results.</p> <p>Overall the committee is in a good financial position and will be looking at projects for the upcoming year.</p> <p>Mrs Thornton thanked the treasurer for the clear and easily comparable budget information.</p>		

Head Teacher's Report		
Action items:	Person to action	Deadline
<p>Mrs Thornton has consulted with the staff on potential projects for PAWS. She proposed that the committee fundraises to support the construction of an outdoor classroom. This will be a large project, but with enormous benefit to pupils, particularly for their mental and physical health.</p> <p>The wishlist of outdoor classroom items to fund included bench seating, a storyteller's chair, screening, a large clock, a wooden stage, and some more challenging play equipment for older children.</p> <p>The committee discussed the costs and timelines involved. There was a consensus that this is a worthwhile project and the committee are keen to assist with funding.</p>	NC	31 October 2020

Naomh suggested applying for grant funding through a CO-OP scheme she is aware of.		
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Action items Continued:	Person to action	Deadline
Other items the committee was asked to consider funding included a handwashing station for Forest School and the repair/replacement of the EYFS shed.		

Annual Calendar

Action items:	Person to action	Deadline
<p>The annual calendar will be a fluid and working document this year due to COVID-19.</p> <p>Some events will go ahead as planned. These include the sponsored event, calendars and photographs.</p> <p>A Halloween trail has been planned.</p> <p>Paula is preparing Christmas craft bags to sell. Claire suggested that there is the potential for Spring/Summer craft bags if these are successful.</p>		

Any other business		
Action items:	Person to action	Deadline
None		

Date of next meetings	
Committee Meeting	16 November 2020, via Zoom

The Chair declared the meeting closed at 8:20pm

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CHAIR

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DATE