



**WASPS – Willesley Association of School and Parents  
Registered Charity No. 1095840**

**WASPs AGM and General Meeting**

**Monday 21st September 2020**

**Present:** C. Bark, J. Cooper, R.Thompson, C.Swanepoel, J.Edwards, J.Allen, H.Shilton, N.Evans

**Apologies:** A.Wood, S. Duncombe, K. Soulsby, L. Pearson, C. Massey, C. Liddel, V. Hockey, C. Beresford

**Chaired By:** Claire Bark

**Minutes By:** Rachel Thompson

**1. Welcome**

All members introduced to each other. Welcome to our 2 new members.

**2. Apologies for absence**

See list above. Resignation from Caroline Beresford as Vice Treasurer.

**3. Chair's / Treasurer Report for 2019 / 2020**

Chair's / Treasurer Reports were read to all. Please see additional documents.

Chair's Report – No queries

Treasurer's Report

MUGA –suggested by CB to have an opening when it is completed and invite local paper to report it.

Maybe a plaque attached to the MUGA with the sponsor name – Morrisons.

STAR Foundation bin emptied last week.

Amazon Smiles – Joined but needs promoting more. Information on WASPs page. **CS** to inform parents.

Just Giving page on Facebook. **CS** – inform parents

Sheds on playground to be replaced – Mr Smedley to look into this. Needs to be actioned. **JC** to chase

Acorn shed needed in Acorns. WASPs have been approached by Acorn staff. **JC** to chase

**4. Re-Election of Officers and Trustees of the Committee**

NAME	POSITION	NOMINATED BY	SECONDED
Claire Bark	Chair	Jo	Rachel
Jo Cooper	Vice Chair	Claire	Rachel
Rachel Thompson	Vice Chair	Claire	Jo
Claire Swanepoel	Treasurer	Claire	Joy

## 5. Election of Officers and Trustees of the Committee

NAME	POSITION	NOMINATED BY	SECONDED
Joy Allen	General Secretary	Rachel	Claire
Jill Edwards	General Secretary	Rachel	Joy
Alison wood	General Secretary	Claire	Jo
Hayley Shilton	General Secretary	Jo	Nicola
Nicola Evans	General Secretary	Claire	Jo

Bank Accounts, Charity Commission and PTA Insurance to be updated with the new committee members.

## 6. Agreement of Frequency, Day & Time of WASPs Meetings

Frequency agreed as the second Monday following the return from a half term holiday at 7.30pm via zoom in current circumstances. WASP meeting dates will be sent to school office for inclusion on the school calendar:

Monday 2<sup>nd</sup> Nov 2020 7.30pm      Monday 11<sup>th</sup> Jan 2021 7.30pm      Monday 1<sup>st</sup> March 2021 7.30pm  
Monday 19<sup>th</sup> April 2021 7.30pm      Monday 14<sup>th</sup> June 2021 7.30pm

WASP event and fundraising dates (when agreed) will be sent to school office once confirmed, for inclusion on the school calendar:

- a. **School Lottery** – CS to start this and look into it for committee. Committee all agree.
- b. **Christmas Fundraiser** –
  - **Christmas Cards** - Completed at school and delivered at home. Craft for Christmas gifts. Christmas craft morning won't happen with parents so can use this as a fundraiser for WASPs and School. My child's Art – support local JA investigating companies.
  - **Christmas Jumper Day** – Pay £1. Same day as Challenge Bags. Need poster drafting and advertise on FB & Weduc. Date Friday 11<sup>th</sup> December 2020.
  - **Challenge Bags** – JC to lead. Leave the items in box in repo-room for 72 hours. Could do it in Year group bubbles and swop the box of bags donated between year classes. Pay on ParentPay. **JE and JC** – to Check with CD. **JC** to order bags etc.
  - **Lockdown Cookbook** – may role into New Year fundraiser? Marketing help offered **NE**.
  - **Santa Zoom Call** – get parent volunteer to record personal message and charge £1-£2? Set up backdrop/grotto at school. Virtual meet Santa. **Volunteer needed please if this is to go ahead.**
  - **National Elf Service** - Virtual. **NE** will investigate and come back with a proposal.
  - **Raffle** – Lots left in Repro Room. Could raffle them if needed.
- c. **Valentines Raffle** – To go ahead as was popular this year. Discuss in New Year.
- d. **Online Uniform Sale** – **HS and JE** to take this on. Message to go out to parents for donation. CS to put out a Facebook message. Box in parent shelter for donations – **CS**
- e. **Virtual Race** – Put forward by **CS**. Sponsorship. Children committed to run/ride/swim/walk a distance over 2 weeks. Review in New Year for Spring Term.
- f. **Krispie Crème Donut / Cake Sale** – Pre-order and sell after school. Review in New Year.
- g. **Dare to be Different Day** – Summer Term.
- h. **80/90's adult disco** – This academic year if possible. Date TBC. Lyric Rooms have given the booking deposit of £200 in the form of a voucher.

- i. **Sports Day refreshments** - Date to be confirmed by school. It was successful so can repeat this next year.
- j. **Year 6 leaver's disco/event** – Date not to clash with the Snowdome trip this year. Monday 5<sup>th</sup> July 2021. **RT, JC, CB** to lead.
- k. **Summer Fair** – Traditional theme. **JC, RT, CB** to lead.
- l. **Pantomime** – Use as a fundraiser. **JE to ask CD and LB**. Incentive for staff to spend money raised. **NE** to assist too

Other ideas raised if enough volunteers around, or roll on to next year:

- m. **Loose Change Challenge** – In each classroom
  - n. **Halloween Pumpkin Trail/Competition** – 50p to enter. Volunteer needed. Idea for another year.
  - o. **Skills Auction** – Raffle people's skills off for day. New idea.
  - p. **Eco Racing** – Balloon racing idea. Virtual race. All organised through website. **CS** to look into dates.
7. **Notice boards** – Sue Rainbow spoke to **JC** about updating noticeboard with what the **WASPs** have achieved, raised etc – photos of play stage, practical area, forest shed etc. Plus blurb on who we are and how to contact us **RT – to update**.
  8. **Marketing and Social Media** – To be discussed in detail at next meeting. **CS** FB and grant co-ordinator.
  9. **Grants & Fundraising** - To be discussed in full at next meeting. To date **STW** applications delayed due to **COVID**, awaiting feedback from **Co-op**, plus others to try and apply for.

**Asda** requires school input, **CS** spoken to **Chloe Dilks / office**.

NOTE: **Lisa Watson** to be sent minutes along with **Chair and Treasurers** report, to upload to the **WASPS** web page, including circulation to the school office.

