

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

WASPS Meeting

15 January 2019 at 7.30pm

Present: Claire Bark (CB), Jo Cooper (JC), Liz Walker (LW), Caroline Beresford (CB2), Rachel Thompson (RT), Laura Cherry (LC), Roxanne Godfrey (RG), Charlotte Liddell (CL), Vikki Hockey (VH), Corrie Massey (CM), Alison Wood (AW), Richard Kirk (RK)

Apologies: Beth Jones (BJ), Claire Swanepoel (CS), Laura Pearson (LP), Joy Allen (JA), Sarah Duncombe (SD), Sam Goodall (SG)

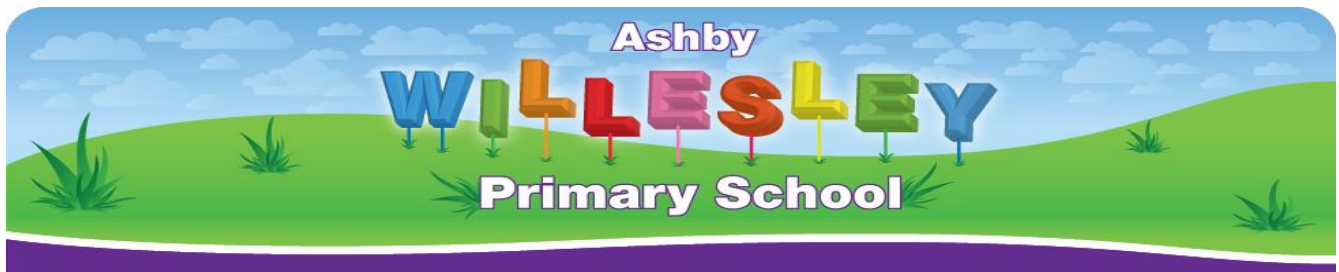
Chaired By: Claire Bark

Minuted By: Liz Walker

1. Welcome and apologies given
2. Christmas Fair feedback and update
 - a. Fair was well received. Few complaints about the Santa queue
 - b. Suggest to serve mulled wine/mince pies in the queue next year?
 - c. Need to book Santa asap if required this year
 - d. School staff on Santa's Grotto to be accompanied by 2x WASPs so they can keep the queue down and adhere timings
 - e. Need to check GDPR rules for next time and check if we can put up a list of names and times at the Grotto entrance
 - f. Maybe have less children booked in, and charge more and spend more time
 - g. Chinese Raffle – keep a record of prizes and who the winners are. Plus write down people's names on the tickets to avoid confusion and non-collection of prizes.

Account break down from the Festive Fair:

Bar/food - £430	Chinese raffle - £367	Biscuits - £38
Santa - £115	Gen tombola - £399	Tattoos - £33
Door - £168	Bottle tombola- £316	External stalls - £60
Challenge bags - £325	Choc tombola- £210	Santa chimney - £76
Pluck a turkey - £71	Fruit machine - £62.50`	Advent game - £63.20
Hoopla - £59.00	Christmas pudding - £36.80	10p roll - £5.20
Xmas close up - £15.10	Teacher elf- £18.10	Xmas rummage - £21.50
Total games- £428		
Post office cheques – 2 x 200 plus the donation of £800 for Panto		



3. School / purple parliament / feedback

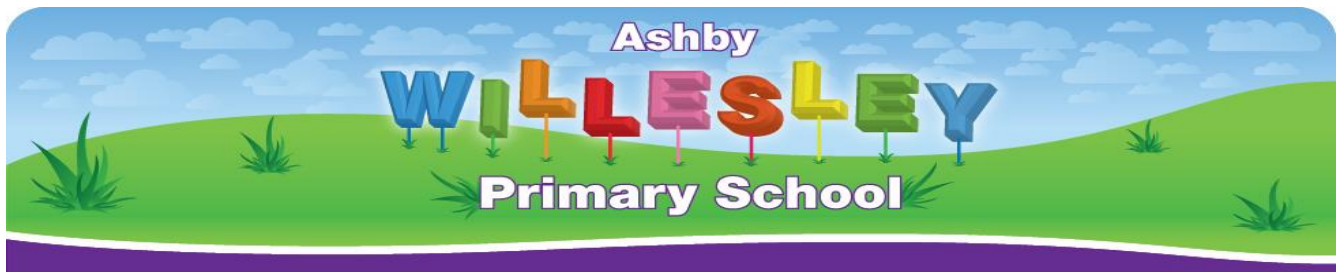
- a. CB2 to collate staff and purple parliament feedback

4. Fundraiser

- a. Lots of effort, mainly from LP but not much profit
- b. **ALL** to investigate a new idea for fundraiser next year – perhaps to mark 50th anniversary. Liaise with Miss R too
- c. Festive Fair 2019 - arrange a wreath making session **CM/CL lead**

5. Chocolate Bingo

- a. 29th March 2019 6-9pm
- b. Poster up at school and shelter w/c 28th Jan **JC**
- c. Flyer distributed via Weduc (school bags too if poss) w/c 11th Feb **JC**
- d. Start selling tickets w/c 4th March **JC**
- e. Weduc reminder out to parents w/c 8th and 25th March for choc donations
- f. Apply for TENS **RK**
- g. Order and sort floats **RK/CS**
- h. Collection of donations in morn **4x ??**
- i. Bingo callers **LW/CB/JE?**
- j. On the door **2x ??**
- k. Bar **2x ??**
- l. Kitchen **2x ??**
- m. Set-up from 4.30pm onwards **6+ ??**
- n. Raffle Tickets sold on the night by the children (Yr4 upwards?)
- o. Veggie options/Sausages and Rolls – JC Sausages left over from Christmas, need to get rolls and veggie options
- p. Pizzas, cookies and Tuck Shop - Costco shop ??
- q. Drinks stock take to be conducted and shop (**use vouchers to claim PO donation**)
- r. Tickets confirmed at £1.00 per child and £2.00 per adult
- s. Extra bingo books sold on the night for £1.00 each
- t. Minimum tickets to be sold = 120 tickets.
- u. Investigate Bingo App to link to Big screen **ALL**
- v. Check with Office (Jo Ball) if they can also sell tickets from the office, in addition to the WASPs selling from the parent shelter **JC/CB**

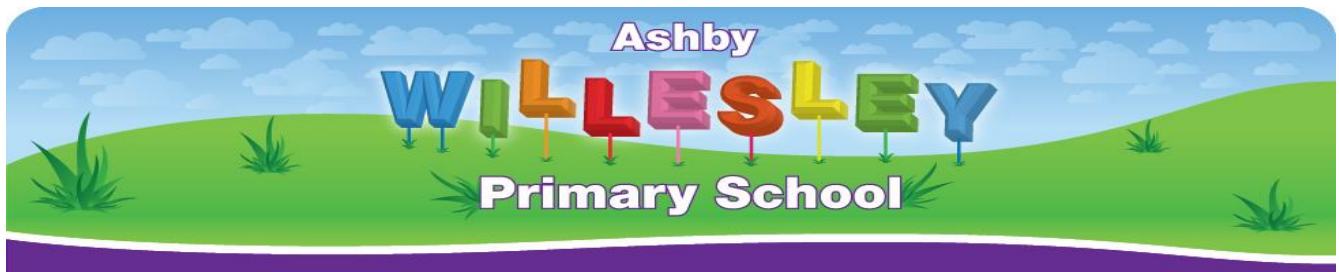


6. Circus event

- a. Friday event 7th June = circus skills
- b. 2x ticketed circus skills (Yr1 upwards?) then open up to Foundation
- c. Saturday event 8th June 2019 = 2x circus shows with stalls/food/bar/raffle
- d. Need to check what school want to do either incorporate WGT and Spring Fair or have two separate events? Maybe is school want to do it during the day during school hours?
Mrs R. McKeown?
- e. 2x separate time slots for circus on Saturday which it manned, with a gap in between to ensure less than the TENS amount are in school at any one time.
- f. Do we want external stalls on the Saturday?
- g. Raffle prizes to be in a hamper style again, children to bring in themed items for class hamper:
 - On holiday
 - Sports
 - Cinema
 - Animals
 - Travel
 - Garden
- h. CB to write for raffle prizes - Twycross, foot golf etc before end of Jan deadline
- i. Need bar/food on Saturday for circus
- j. Need to generate sponsorship for programme – say £50 per page **ALL**
- k. Printing of programme / posters **RG contact**
- l. Need to organise a working party to finalise details, and start organising straight after Choc Bingo
- m. Circus posters and flyers out after Choc Bingo
- n. Start selling tickets asap after bingo

7. Year 6 Leavers Party

- a. July 10th
Need to check with year 6 if they want disco or pool party?
- b. Student / Purple parliament vote **CB2**
- c. CB already booked Marie – need to confirm if we still need her



8. School requests and Purple Parliament

- a. WASPs to attend assembly about what WASPs are, what we do etc **CB2 to liaise** with Miss R – volunteers needed
- b. Mosaic.....alternatives.....pebble painting wall mural / garden of dreams walkway pebble mural??
- c. Forest school equipment
- d. Yr6 leavers ideas

9. Post Office update

- a. £800 donation for panto coaches paid (£400 KS1 and £400 KS2)
- b. 2x £200 PO donation for Festive Fair
- c. Peter also keen to support choc bingo and Circus
- d. Send thank you note/ present to Peter?
- e. Royal Mail sorting office visit?

10. Star Foundation / Easy Fundraising update

- a. Cheque for c. £33 received from Easy Fundraising made payable to the school (not WASPS) CB given to office.
- b. Check with Jo Ball confirmed school not received any Star Foundation activities yet

11. 2019/2020 main event dates - **need to liaise with Miss R**

- a. Festive Fair – book Santa?
- b. 50th celebrations
- c. Former school pupils and teachers event
- d. Community event?

12. WASPs social

- a. Friday 25th at Wine Bar for pizza and drinks to thank LK and JE

13. A.O.B

- a. Mosaic £3k request from school Investigate alternatives to ensure whole school is recognised. CB to discuss and show alternative ideas by VH
- b. Need to ensure we have the use of PC and photocopier when needed to print or update for fundraising use – check with SR
- c. VH appointed to draft WASPS school newsletter inserts

14. Date of next meeting – **Tuesday 26th Feb 2019**