



West Ashton Primary School
Friends Of West Ashton School
Reg Charity - 1137442

FOWAS Committee Meeting
Monday 29th April 2019 - 7:30pm
The Lamb Inn, Trowbridge
MINUTES

Present

Jennifer Pritchard (Treasurer) JP
 Hannah Bowman (Secretary) HB
 Jeremy Bowman JB
 Jemma Molloy JM
 Cara King CK

Apologies

Jon Williams (Chair) JW
 Donna Turnbull (Vice Chair) DT
 Cara Williams CW
 Nadia Harris NH
 Sarah Ponsford SP

Item		
1	Welcome and apologies JP will chair tonight's meeting in JW's absence. JP welcomed everyone. Apologies received from those detailed above.	
2	Minutes of last meeting (28th February 2019) The minutes of the last meeting were approved by JP on JW's behalf. Matters arising - HB to send GDPR forms to CB to send out via ParentMail. JW to send out Facebook post re photos. JB advised the email addresses have been refused by the Trust's IT department. We could set up our own, however this will cost about £50 a year. It was decided we will save the money and continue to use Facebook/Messenger/ParentMail for communication. JW to apply for gift aid for the sponsored balance money. HB to check the situation re gift aid for the Pioneers' Welly Walk sponsorship. JB advised his sponsorship is going well for his bike ride, however the majority of his sponsorship has come from outside of school. We need to check with JW whether the Pioneers' school trip donation has been paid to the school.	HB JW JW HB JW
3	Chair's update JP has approximately £300 in cash and needs to bank this. JW to arrange accounts handover.	JW/JP
4	Review of Easter Egg Hunt Although the children enjoyed themselves, it was felt that the event was a bit chaotic. We should have had a separate collection point for the Easter eggs, rather than everyone queuing at the refreshments table. The cake raffle needed better advertising. It would be best going forward if all the things we need for an event is at the site 48 hours before the event is due to take place. Communication between the committee needs to be better. It was a great event, it just needs fine tuning. We need to clarify with JW what happened to the leftover	JW

	Easter eggs. We made £154.25 in cash and approximately a further £76 online.	
5	<p>School update JP, CK and HB met with SP prior to this meeting, who provided us with the following wish list for the school:-</p> <ul style="list-style-type: none"> • Play sand for the quiet area sandpit • Year 6 Leavers hoodies • Foldable book cases to make a library (Trust is providing books) • Resident music teacher for a term for group teaching • Class set of recorders or glockenspiels • Refurb of playground • Theatre trip to Lion King or cinema trip (inc.coaches) <p>We decided to pay for the play sand and the hoodies. JM will source the sand. JP has found someone to supply the hoodies for £10 each and will liaise with Mrs Blake-Thwaite.</p> <p>We decided that the black tie night will be in aid of setting up a library for the school. JP suggested that a separate cabin may be a better idea for the library. JP will discuss this with Mrs Huxham/SP about this.</p> <p>It was decided that glockenspiels would be more hygenic than recorders. Also the Odeon would close the cinema especially for a school trip. We will consider these ideas in the Autumn if we have any excess funds.</p>	JM JP JP
6	<p>Future fundraising including School Lottery JW to follow up obtaining School Lottery login details from DT.</p>	JW
7	<p>School events Black Tie Night - 72 tickets have been sold already and we need 8 more to break even. Mr Burr has tweeted about it and it is being advertised on the Wiltshire Air Ambulance website. Soulside will advertise it on their Facebook page too. HB will put a poster up at Cumberwell. HB has been requesting raffle prizes and will send a list to the committee of who she has asked, so we do not duplicate. JP is trying to get some Bath Rugby tickets for one of the prizes too.</p> <p>Family Fun Evening - There is some concern that we do not have enough volunteers. We need to start asking parents in the playground (West Ashton needs you! Flyer - JB will do). HB to send a post out via Facebook asking for help. We need a spreadsheet where we can rota people on for 30 minute slots. There will be a bring a bottle to school day on 12th July.</p> <p>We decided on the following stalls:-</p> <p>Puddings; Active Trowbridge Bouncy Castle; Bottle Tombola; Wine & Water; Splat the Rat; BBQ; Raffle; Bric a Brac stall; Welly Wanging; Giant Connect 4; Donkeys; Tuck Shop; Lucky Dip; Face Paints; Buttons in a jar; Raffle the Cake.</p> <p>Apparently CB may be able to get additional stall holders.</p> <p>The teachers usually help with the puddings. HB to contact Hayley Bell at Active Trowbridge to book the bouncy castle. CK will ask the Phoenix/Usborne books lady if she would like a stall.</p> <p>It would be good to have a map of the stalls we have - JB to do this. HB will see if we can have something fire engine/tank related. CK will ask Neston Forest School about coming.</p>	HB JB HB HB CK JB HB CK

	It was decided that we will start closing down at 7:30pm. We need to ask CW if she will submit the TEN.	CW
8	<p>New Starters</p> <p>We decided it was a good idea to have a “get to know you” play date at the soft play again this year. However, we need to ensure one of us attends this year, as nobody from school went last year. CK will ask Party & Play for a date, preferably the week before half term. We would like the following information to go out in the information pack;-</p> <p>GDPR forms, family fun evening form, who’s who on the committee sheet and upcoming events. HB to compile.</p> <p>Quiz night - 27/09/19 - HB to ask Red Admiral</p> <p>Halloween night - 23/10/19</p> <p>Xmas party - 6/12/19</p> <p>HB to ask CB/Mrs Huxham about emailing new parents about the play date and also about the black tie night.</p>	<p>CK</p> <p>HB</p> <p>HB</p> <p>HB</p>
9	<p>AOB - JB gave an update re the footpath. FOWAS needs to apply for the community group grant where you can receive £5,000. The new path will cost approximately £4,000. The Council’s safeguarding officer will be meeting Mrs Huxham in the next couple of weeks. There has been a suggestion of re-routing the path so that it exits next to the village hall. If this goes ahead, we would need to secure our boundary. There is a parish council meeting on 14th May.</p>	
10	Date of next meeting - 20 th May 2019 7:30pm at The Lamb Inn	
11	<p>Close of meeting</p> <p>The meeting closed at 9:35pm</p>	