



**Friends of Westfields Junior School**

Registered Charity number 800429

Meeting  
**Wednesday 12<sup>th</sup> September**

	<u>Actions</u>																																				
Minutes from meeting on Wednesday 2 <sup>nd</sup> July 2018 were reviewed and approved. There were no objections to names being in the minutes.																																					
<p><b>Attendees/Apologies for Absence</b></p> <p><b>Attendees:</b></p> <table border="0"> <tr> <td>Vicki Poskovic</td> <td>VP</td> <td>Sarah Moon</td> <td>SM</td> </tr> <tr> <td>Susan Blues</td> <td>SB</td> <td>Polly Lawrence</td> <td>PL</td> </tr> <tr> <td>Jo Redman</td> <td>JR</td> <td>Ric Mercado</td> <td>RM</td> </tr> <tr> <td>Suzanne Smith</td> <td>SS</td> <td>Carrie Wright</td> <td>CW</td> </tr> <tr> <td>Lucy Bonte</td> <td>LB</td> <td>Sian Brown</td> <td>SB</td> </tr> <tr> <td>Helen Scanlan</td> <td>HS</td> <td>Anna Moores</td> <td>AM</td> </tr> <tr> <td>Louise Adams</td> <td>LA</td> <td>Gen Parkinson</td> <td>GP</td> </tr> <tr> <td>Linda Beard</td> <td>LB</td> <td>Jo Gray</td> <td>JG</td> </tr> <tr> <td>Louise woods</td> <td>LW</td> <td></td> <td></td> </tr> </table> <p><b>Apologies:</b> Thanks to those who sent their apologies</p> <p><b>Welcome Introductions</b></p> <p>Vicki and Susan would firstly like to say a big thank you for the great turn out and support for their first PAWS Meeting.</p> <p><b>Chair Update VP</b></p> <p><b>Secretary Role</b> We would like to say a big thank you for Zoe's support as her role as secretary over the last few years. Unfortunately Zoe will not be able to attend a Wednesday night meeting. VP asked if anybody else could fill this role. LB has kindly offered to take on the role as secretary.</p> <p><b>Summer Disco</b> The Summer Disco raised over £900. This will also be fund matched by Microsoft.</p>	Vicki Poskovic	VP	Sarah Moon	SM	Susan Blues	SB	Polly Lawrence	PL	Jo Redman	JR	Ric Mercado	RM	Suzanne Smith	SS	Carrie Wright	CW	Lucy Bonte	LB	Sian Brown	SB	Helen Scanlan	HS	Anna Moores	AM	Louise Adams	LA	Gen Parkinson	GP	Linda Beard	LB	Jo Gray	JG	Louise woods	LW			VP and SB to meet with LB
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<p><b>Treasurers Report JG</b></p> <p>Money raised from PAWS last school year paid for new ipads, library books and wet play games.</p> <p>Uniform sales – lots of Year 6 donations. Heidi Hurst is doing a fantastic job with second hand uniform and her support is greatly appreciated.</p> <p>JR was asked the question by VP and SB what she would like PAWS to raise money for this school year, they requested a larger project to fund raise for.</p> <p>JR suggested that the quad area on the playground be updated to create an outdoor area that the children can use all year round, with artificial grass, picnic tables etc.</p>																																					
<p><b>Planned Fundraising events for 2018 SB</b></p> <p>SB talked about all the planned events for this year and explained what is involved.</p> <p>A sheet was left at the back of the staff room for each fundraising activity</p>																																					

<p>and PAWS members were asked to put their names against any dates they could do. A big thank you for such a great response</p> <p>JR-explained GDPR to check everybody happy to share their mobile numbers.</p> <p><b>Cookie Sales</b> Ideas on how we can man this stall in the future PL and LW to cover this Friday</p> <p><b>Fireworks – 3<sup>rd</sup> November</b> JR outlined how the Firework night works in collaboration with The Lions. 3 shifts required 8.30 -11.30am - manpower to set up 5.15 until late – serving refreshments and packing away 9am on the Sunday – the big clear up</p> <p><b>Quiz Night</b> Dates booked for 16<sup>th</sup> November, 22<sup>nd</sup> March and 14<sup>th</sup> June – Michele Gibbons to arrange.</p> <p><b>Christmas Disco – Wednesday 18<sup>th</sup> Dec</b> SB – explained Roles that where needed, still short on help for the yr3/4</p> <p><b>Christmas Pop Up Shop - 6th Dec</b> SB – asked for PAWS to look out for any bargains SM – explained how the pop up shop works</p> <p><b>Ongoing Fundraisers</b></p> <p><b>Giving Machine</b> JR explained what the Giving Machine is and how to register. VP explained how easy it is to make money for the school.</p> <p><b>School Uniform Sales –</b> VP reported that we have had great school uniform sales, she reminded everyone that donations can be brought into school and are then organised by HH.</p>	<p>VP and SB to set up whatsapp groups for each event</p> <p>VP and SB to review</p> <p>JR to ask DC to host (DC has confirmed)</p> <p>VP and SB to look into more help</p>
<p><b>PAWS Website</b> VP will be arranging to catch up with Jacqui to see where we are at. We want this to go live ASAP JR – explained it will go under the parents information tab on the website</p> <p><b>AOB</b></p> <p>VP – Asked if anybody knows any parents that can Fund Match our events.</p> <p>VP – asked how many Christmas Crackers are needed for the children JR confirmed 420</p> <p>JR – Explained that the Children’s School Xmas lunch is over 2 sittings. Any parents that help can have a Christmas Lunch</p> <p>JR – Mentioned the perks of being an active PAWS helper, you will have reserved seats at concerts, plays etc.</p> <p>RM – Talked about working on the Fundraising Totaliser and completing this as soon as possible.</p>	<p>VP to meet with JA</p> <p>VP and SB to source Xmas crackers</p> <p>RM and JG to meet to get the figures</p>
<p><b>DONM – Wednesday 21st November at 7pm in the Staff Room with dips and wine</b></p>	