



Registered Charity No: 1119878

WISPA Meeting Minutes- Wine & Cheese

Date: Wednesday 17 September 2025

Chair: Rachel Moloney (Chair)

Attendees: Parents, Miss Redman, WISPA Core Team

Attendees:

Jo Redman JR, Rachel Moloney RM, Kim Jones KJ, Tasha Vernon TV, Sarah Mines SM, Victoria Coady VC, Sophie Darbon SD, Samantha King SK, Chloe Fallon CF, Rebecca Baker RB, Jennifer Goddard JG, Rachel Terall RT, Amy Harrison AH, Leanne Wigman LJ, Amber Davies AD, Natalie Arensi-Sanders NAS, Abbie Fitzsimmons AF, Charlotte Taylor CT, Suzie Knight SK, Amy Buttery AB, Lauren Connolly LC, Nikita Dvarika ND, Ellie King EK, Karen Levett KL, Ellie Mackenzie EM.

1. Welcome & Introduction

- Rachel welcomed parents to the new school year.
- Outlined WISPA's role in supporting the school through fundraising and evening events.
- Shared dates of scheduled events.
- Introduced WISPA's core commitments.
- Recap of what WISPA funded last year from the wish list.

2. School Update & Wish List (2025–2026)

Presented by Miss Redman.

- Confirmed the school's new wish list for 2025–2026.
- Explained the benefits of items previously funded by WISPA.
- Clarified how school budgets are allocated/regulation of spending; highlighted the gap WISPA fills.

Big Project 2025–2026: Courtyard Play Area

- Current courtyard discussed; vision for transformation shared with parents.
- Images of proposed designs presented.
- Benefits outlined:
 - Suitable for all pupils.
 - Physical activity, fine motor skills development.
 - Learning space potential (e.g. covered guided reading area).
 - Play equipment to include climbing and balance features.
- Costing: Flooring approx. **£24,000**; final figures to follow.
- Two company quotes received, a third to be sought (previous contractor used for Junior playground also approached).
- Target timeline: Completion and in use by **Easter 2026** so current Year 2 pupils benefit.

3. WISPA Committee & Roles

- Two new volunteers introduced:
 - **Vicky – Bid/Tender Lead**
 - **Sarah Mines – Sponsorship Lead**
- Aim: to secure additional funds via sponsorships and external bids, particularly for the Courtyard Project.
- WISPA confirmed it cannot add more events to the existing schedule and urged parents to actively support current planned events.

4. Events Calendar

- Rachel presented the calendar of events for the year.
- **Key updates:**
 - **QR Code shared** to sign up volunteers for Christmas Market.
 - Class Reps will have greater responsibility for rallying volunteers.
 - Each Year Group is responsible for its cake sale.
 - Each Class runs their own stall at the Christmas Fair/Summer Fair (Class Reps must secure 6 volunteers each).
 - First event: **Cake Sale** → focus on pushing **Gift Aid** to maximise funds.

Parent Questions:

- *Bag 2 School* missing from calendar → explained no date yet due to ongoing fee negotiations.

Other fundraising updates:

- School Lottery to be relaunched with **fresh marketing campaign**.

5. Financial Figures & Courtyard Project

- **Total estimated cost:** £38,000
- **Funds currently available:**
 - WISPA: £15,000 contribution available now
 - WISPA savings in the bank: £14,000
 - School confirmed £8,000 contribution from Sporting Budget (per Mrs Pagden)
- **Funding Gap:** Minimum of £15,000 needed to be raised by April 2026 (Easter).
For transparency, meeting this commitment will use up the WISPA's current savings.
- WISPA emphasised the importance of continuing to fund smaller projects alongside the courtyard initiative, therefore maximum fundraising avenues must be pursued.
- **Plan:**
 - Push tendering and sponsorships.
 - Launch a **JustGiving page** for wider community contributions.
 - Encourage parents to use their personal/company networks to support.
 - **Reminder:** WISPA must retain a contingency fund for other school needs.