



**FRIENDS OF WERRINGTON**  
Werrington Primary School, Washerwall Lane, Werrington, Stoke-on-Trent ST9 0JU

**Friends of Werrington Committee Meeting**  
Minutes of the Meeting held on Monday 10<sup>th</sup> November 2025, 6pm  
Held at Werrington Primary School

**MINUTES**

**Members present:** Erin (Chair and Minutes)  
Caroline  
Sarah  
Lindsey  
John  
Leanne  
Jackie  
Marilyn  
Bobbie  
Charlotte  
Laura

No	Agenda Item	Action
<b>1.</b>	<b>Interim Chair's Welcome, Apologies and Quoracy</b>	
	Erin led introductions and thanked those in attendance. Briefly mentioned the purpose of the Friends of Werrington and it being an independent Charity, sperate from the school. Items bought previously have been unseen such as coaches and classroom equipment.	
<b>2.</b>	<b>Christmas Fayre</b>	
	<p><b>a. Stalls</b> Spreadsheet is filling up nicely with an array of stalls. 13 so far. Sarah and Caroline are thinking of utilising the Year 5 and Year 1 classrooms on the night for better flow. Caterers and hot drinks van booked. Erin asked if the gazebo could be set up with Christmas decorations so that people have somewhere to stand if the weather isn't great. Noted by Sarah. Cars to enter from 3.30 and be gone by 4.15. Caterers to arrive from 4.</p> <p><b>b. Games</b> Erin went through the games stalls on the list and everyone was in agreement.</p> <ul style="list-style-type: none"> <li>- Bottles, Tombola and raffle prizes to be sourced. Own clothes day to be arranged for 24<sup>th</sup> November to encourage children to bring in items. Sarah to put a Dojo out on the 12<sup>th</sup> November and a reminder a week beforehand.</li> <li>- Christmas socks for the sock game – offer via Temu.</li> <li>- Giant Elf in Nursery cupboard.</li> </ul> <p><b>c. Raffle</b> Only 1 prize offered; Zoe from the Windmill is donating a prize and will bring to the office.</p>	<p>Sarah</p> <p>Erin</p> <p>Lucy</p>

	<p>Erin suggested coloured hampers; each hamper to be a main colour. For non uniform day, children to bring in an item which represents the colour for their class to help with prizes.</p> <p>Hampers to be bought from B&amp;M.</p> <p><b>d. To do</b></p> <ul style="list-style-type: none"> <li>- Festoon lights x2 need ordering and putting up as soon as arrive.</li> <li>- Week of 24<sup>th</sup> November; tombola prizes need ticketing, school needs decorating, lights need putting up, lucky dip needs doing, lock box needs doing. Can take home and do if it's easier for the volunteer/s.</li> <li>- Baubles for tree – ask children to design again for this year, choc lolly given for each design.</li> <li>- Posters to be distributed around the village – posters taken for Windmill, Ash Bank, Red Cow, JFK and CoOp. Dave to distribute at the top shops.</li> <li>- Banner has been amended by Tanya and added to the school gates by Dave.</li> <li>- Floats to be done.</li> <li>- Tree to be put up on Monday 24<sup>th</sup> November.</li> <li>- Santa needed.</li> <li>- Small prizes need ordering.</li> <li>- Sum Up Machine to be organised.</li> </ul>	<p>Lucy / Dave / Bobbie</p> <p>Volunteers Sarah</p> <p>Dave</p> <p>Sarah Dave Sarah Lucy Lucy</p>
<b>3.</b>	<b>Future Events</b>	
	<p><b>a. Christmas present room</b> Idea for presents to be wrapped beforehand. Volunteers could do this prior to the event.</p> <p><b>b. Christmas Disco</b> Erin thanked everyone for the efforts at the Halloween disco, feedback from the school was positive. Charlotte commented that she felt needed and felt that she was able to help more. Caroline also expressed that the staff appreciated that they don't need to attend every disco in the future. Santa is needed. Books have not yet arrived in school, check with Lucy order date. Volunteers willing to wrap books prior to the disco. Wrapping paper to be bought from B&amp;M. Caroline to chase Arbor decision for online payments.</p> <p><b>c. Potential – crafts/tinsel</b> Usual hair design lady (Laura W) is unable to come to the fayre but has expressed to Erin that she would like to come into the school to do the children's hair as well as crafts running alongside. Caroline advised that the crafts were chaotic in previous years, which the group agreed. Lindsey asked if she could come to the disco which Erin also thought but Laura W is unable to do Wednesdays. The consensus was that the school has too many events running up to Christmas but to think about it for next year. Erin to contact Laura W.</p>	<p>Sarah/Lucy</p> <p>Caroline</p> <p>Erin</p>
<b>4.</b>	<b>Any Other Business</b>	
	<p>a. Children in Need – Marilyn asked if the school were doing anything this year. Caroline were advising that they weren't as they feel they already ask a lot</p>	

	<p>from parents. A collection for Dougie Mac is happening around the same time.</p> <p>b. Charlotte asked that the general feeling from parents was they didn't know what funds were spent on. Caroline advised that it is stated on her letters and FoW designed a poster last year with what had been bought. Further thoughts around how this could be communicated better.</p>	
<b>5.</b>	<b>Date and Time of Next Meeting</b>	
	<ul style="list-style-type: none"> <li>- Erin expressed that she would like to continue with monthly meetings to keep momentum going. December's meeting has been cancelled due to too many events happening over the month.</li> <li>- AGM Monday 19<sup>th</sup> January 6pm at school – roles to be voted in and constitution to be agreed. Erin to write the report. All volunteers invited and anyone can put their name forward for a committee role. Erin advised that just because she is interim Chair does not mean others shouldn't step forward.</li> </ul>	<p>Erin All</p>