

# Tilston School Association



Tilston Parochial C of E Primary School, Church Road, Tilston, Malpas, Cheshire. SY14 7HB.  
TSA Committee: Chair: Carolyn Hewitt Vice Chair: Kelly Alnutt, Treasurer: Sue Clarke, Secretary: Lucy Allan  
Email - [tilstonchair@gmail.com](mailto:tilstonchair@gmail.com) Twitter - [@TilstonTSA](https://twitter.com/TilstonTSA)

Charity Registration No. 1200395

## TSA Meeting Minutes

Date: Monday 2nd February

Attendees: Mrs. Mort, Caz, Sarah, Kelly, Laura, Julie

### **Agenda Items**

1. Absences and apologies
2. Chair's update inc welcoming any new members
3. Financial Update inc any outstanding costs and money made
4. Events: including big breakfast and bingo
5. TSA secretary replacement/job share
6. 2<sup>nd</sup> hand uniform sales
7. Wish list from Mrs Mort
8. Agree date for next meeting
9. A.O.B.

#### **1. Absences & apologies**

Apologies: Emily, Sinead, Charlotte, Donna, Sue, Karen, Lucy Allen, Poppy, Helen, Katie

#### **2. Chair's update**

Thank you to all for the help with the Big Breakfast, it was a fantastic event raising £435 for the TSA.

#### **3. Financial update**

£435 income from funds raised at Big Breakfast. No further updates

#### **4. Events**

##### **Key points discussed:**

- Bingo - Friday 27th March

5.30 – 6pm eyes down

Discussed £1 per ticket to manage numbers but decided on a poll on whatsapp TSA group to understand numbers

Capacity – 125 max

Using benches and chairs – Set up banquet style

Bigger table needed for books in entrance

6 games per book: 12 games in total (1 line / 1 house)

Raffle tickets and Dabbers to be sold in hall

Books sold on the door

Shopping list: Burgers / hotdogs / crisps / sweet cones / chocolate lollies for the children

Prosecco – Caz to order 12 bottles

Stella x 48 for Caz to order

1 x case of still water

Soft Drinks in stock: 31 x 7Up Zero 41 x diet coke, fruit shoots x 24 orange 18 blackcurrant  
Red & White wine – all agreed fine with existing stock

Easter Eggs needed:

In total: 6 x Extra Large Eggs (full house) + 6 x Large (line) + other Easter donations e.g. crafts, chocolate, colouring etc. Donations to come from non-uniform day Friday 13th March. TSA to donate any extras needed.

Kids Raffle – every child receives a raffle ticket on entry. Children's hamper draw at half time with chocolate lolly prize for every child.

Children's hamper x 2 / Easter lunch hamper / Kelsall steam rally family tickets

Caz to ask Henry's mum about possible donation for Lamb

Ben Crompton confirmed as bingo caller.

Children's hamper x 2 / Easter lunch hamper / Kelsall steam rally family tickets

Caz ask Henry Lowe's mum about donation for Lamb

Ben Crompton confirmed about bingo call

Sue to order half pint glasses / wine glasses x 200

Helpers: Caz to ask – 2 x food, 2 x bar, 2 x door, 2 x raffle prize runners

- **Non-Uniform Day - Friday 13th March**

Easter donations

- **Valentine's sweet sale – Friday 13th Feb**

Sweet cones heart themed

Production line of sweet makers

Sweet packing at Charlottes Thursday 8<sup>th</sup> : Sarah has stickers / Charlotte has sweets / Sue ordered wrappers

## **5. TSA Secretary**

**Key points discussed:**

Laura & Lucy to cover via job share for now. Recruiting new secretary. Kelly to write a job description including attending 1 meeting per month / writing minutes / writing agendas / Risk Assessments

## **6. 2<sup>nd</sup> hand uniform sales**

Confirmed Uniformd is working well, 2nd hand uniform not necessary at this time.

## **7. Mrs Mort wish list**

Mrs Callister – World Book Day March 5<sup>th</sup> T Shirts + Bags £200 (Tilston school order and bill TSA)  
Poetry on the evening of World Book Day - Mrs Mort to check if refreshments are needed

Mr Strefford - £700 request – AirAI programme to support writing development for KS2  
Sue Teddan request – Auction of promise event or an event to split funds with St Mary's. Agreed  
Summer Fair might be an opportunity for this. % to next meeting.

#### **8. Agree date for next meeting**

Next meeting: 2nd March

#### **9. A.O.B.**

Blue tokens at Tesco Wrexham – note to go out on newsletter / Kelly to send out on whatsapp

Action Item	Responsible Person
Set up WhatsApp Poll for Bingo	Kelly
Bingo food & drink order	Caz
Ask community re camp curiosity vs Professor Humo for Early Years Christmas treat - i.e. Diddy Dance / Tumble tots (previous meeting action)	Kelly & Caz
Ask FOTSA if there are any grandparents who would like to support as secretary	Caz?
Job description for secretary	Kelly
Note re Tesco tokens to go out in school newsletter / WhatsApp	Mrs Mort / Kelly
Caz to ask about Lamb donation for Easter hamper	Caz
Sue to order half pint glasses / wine glasses x 200	Sue
Bingo helpers to be confirmed	Caz