

Tilston School Association



Tilston Parochial C of E Primary School, Church Road, Tilston, Malpas, Cheshire. SY14 7HB.
TSA Committee: Chair: Carolyn Hewitt Vice Chaire: Sarah Winn, Treasurer: Sue Clarke, Secretary: Jo Russell
Email – tilstonchair@gmail.com Twitter – [@TilstonTSA](https://twitter.com/TilstonTSA)

Charity Registration No. 1200395

Meeting Minutes

Date: 7th September 2026

Time: 7pm

1. Attendance

Present: Caz, Sarah, Karen and Charlotte

Apologies: Laura, Sue, Julie, Donna, Alex and Laura W

2. 2025/26 Summary

The opening balance was £9,082.96, including cash floats and loose change. This includes £952.75 raised by Jack's dad, a buffer of £1,500 and promises to pay carried over totalling £1,645. The available amount to spend as of today is £4,985.21.

Promises to pay:

- Reading resources – £370
- SEN assessment – £525
- Laptops – £750, if required
- Mrs Mort has asked that the TSA fund outdoor learning as previously discussed – to split across 3 terms. Total cost is £2612.64pa (£870 per term)

A total of £10,848.22 was paid out during 2025/26.

The biggest earners were:

- Auction – £2,699
- Summer Fayre – £2,645.65

- Easter Bingo – £1,270
- Nativity Bar and Raffle – £1,120
- School Lottery – £1,040

The Big Breakfasts have also done well for us. We need to confirm whether the costings Caz has are total income or profit after costs.

The auction was a significant fundraiser, but we need to explore whether it is something we want to do again next summer. We could spread activities such as the bottle collection across the year so that everything does not come together at the end of the summer term. A bottle collection after Christmas was suggested, and Sarah is happy to store the donations.

There were too many financial asks in the run-up to the Summer Fayre. Committee members are asked to bring their thoughts to the next meeting. We may decide to skip the auction this year; if we do hold one, we should consider offering fewer lots.

3. Committee and AGM

Welcome to Sarah as Vice Chair, although this will need to be formally confirmed by a vote at the AGM.

The AGM will be held on Tuesday 13th October at 6pm in school.

It was suggested that, going forward, we hold daytime meetings but vary the days to increase attendance and enable Mrs Mort to attend. Evening meetings could be held in advance of larger events, such as the Summer Fayre.

We need to advertise the role of Secretary as a job share. Lucy is happy to continue completing risk assessments as required.

4. Kelly's Gift Collection

Caz will speak to Mrs Mort and, with her agreement, ask Mrs Weaver whether she would be happy to accept donations from parents. We will also put a note in the newsletter for parents outside the TSA who would like to recognise Kelly's contribution to the school.

5. Church Donation

The church thanked us for our £1,000 donation from the auction.

6. Big Breakfast – 25th September

Cooking and serving: Donna, Julie, Emily and Sue

Serving: Charlotte and Lucy Mills

Cooking only: Katie and Sarah

We will use the event to promote the school lottery. Caz will ask Mrs Edwards whether the choir would like to perform.

Laura Campbell will advertise the lottery, the TSA and the Secretary role.

Caz will order the food: bacon, sausages, rolls, pains au chocolat and Capri-Sun. Sarah will check that we have enough tea, coffee, sugar, ketchup, brown sauce and cups. Caz will bring fresh milk on the day.

7. Drinks Inventory

Sarah has the drinks and will complete a stocktake and provide an update.

We will consider asking The Carden Arms whether it would be willing to donate alcoholic or soft drinks to the school in return for sponsorship recognition.

8. Clothes Collection

Consider holding the clothes collection after half term to give people time to gather clothing to donate.

Friday 6th November confirmed, Kelly will arrange.

9. Autumn Event Idea

The committee discussed holding a Bonfire Bingo night on the Friday after Bonfire Night.

Prizes would be purchased for winning lines, with a lucky dip and larger top prizes. The event would be ticketed again to ensure that we remain within the permitted attendance numbers.

Bingo confirmed for Fri Nov 13th at 5:30pm eyes down 6-8pm – 120 max

Caz will make some hampers aimed at the children.

10. Christmas Events and Community Initiatives

With the existing school events and the proposed autumn bingo night, we feel that we have enough planned in the run-up to Christmas.

Caz would like volunteers to investigate community fundraising initiatives, such as supermarket schemes. We raised £500 through Tesco last year, and Tesco in Whitchurch may be another opportunity.

We need to ask Mrs Mort what the school would like us to raise funds for. This could include musical equipment or an event such as a drumming or rock day.

We need a volunteer to take on the role of Community Initiatives Coordinator and explore community fundraising opportunities.

11. Wishlist

Mrs Edwards requested £150 for a SingFest Pop-Up programme for KS2, which includes a learning element. This was approved by the committee.

Mrs Callister requested £370 for books to complete benchmarking levels 1–30 and enhance the teaching of reading. This was approved by the committee. As the Trust covered the previous request, the TSA is happy to fund this in full.

The school disco has been booked at a cost of £299. This was approved by the committee.

The TSA will gift the children selection boxes, which will be donated to the school.

John will be Father Christmas and already has an outfit that he purchased.

12. Any Other Business

Second-hand Uniform

We will let parents know that donations of second-hand uniform are welcome and provide guidance on what can be accepted.

Requested items include branded uniforms, jumpers, cardigans, fleeces, trousers, shorts, skirts and pinafores.

Sarah will request a list confirming acceptable items and the required condition. This information will be sent to Laura, who will create a poster.

Early Years Outdoor Area

The committee discussed whether we should consider raising funds for the Early Years outdoor area, as it has been a long time since it was reviewed. The area is also used for outdoor learning, so improvements would benefit the wider school.

We will request an update regarding outdoor learning and ask whether any resources are required to support it.

TSA Support Poster

Laura will ask Sue for the information needed to create a poster showing what the TSA supported during the last school year. This can then be circulated.

13. Next Meeting

Future school TSA meetings to be held in school 1.45 – 3.15 except for prior to big events when a planning meeting is required when we will hold an evening meeting. No meeting required in October. Next meeting Nov 2nd TSA meeting to discuss the school disco and early years. Then there will be a meeting Nov 30th to discuss nativity, Christingle etc.