TSA Meeting

Monday 2nd November 2026 | School | 1.45 – 3.15pm

Meeting Minutes

1. Attendance

   Present – Mrs Mort, Caz, Hannah, Sue, Lucy, Sarah
   Apologies – Alex Proudfoot, Charlotte, Donna Adair, Karen Cooper, Claire Teasdale, Katie Jones, Laura Williams, Laura Frain

2. Chair Review of Big Breakfast
   - Overall a successful event again. Mrs Mort explained that it helps that there is no impact on school day in terms of timings. Date was better this year due to second week of school after the summer holidays. The plan moving forward will be to stick to this format

3. Treasurer Report:

   - Balance: £7,252 in bank accounts and floats
   - Promises to pay: £7,595.75, putting TSA at -£1,843 including buffer
   - Key driver: outdoor learning costs up - £2,000, split into four payments across the year
   - Breakdown of commitments:

     - £370 reading resource update
     - £150 Sing Fest
     - £549 Diwali workshop
     - £3,334 outstanding on outdoor learning
     - £115 Christmas disco balance
     - £1,575 three SEND assessments
     - £602 ring-fenced for sports
     - £100 Kelly's leaving gift
     - £600 Pantomime (Story House, 11th December)
     - £200 early years Christmas event (Malpas Magical Christmas, 10th December)

4. Plan for imminent events:
    - Bonfire Night Sweet Stall – Thursday 5th November. Volunteers sorted. School Spider reminder to be sent out
    - Clothes Collection – Friday 6th November. School Spider reminder to be sent out
    - Bonfire Bingo – 13th November
        - Ticketed at £5 per person; each ticket redeemed as £5 in "Tilston tokens" (large sequins) on arrival
        - 120 capacity; 45 tickets reserved for helpers and families; 75 tickets for public sale
        - Jessica to put tickets online; announcement to go out tomorrow via school spider (Tuesday)
        - Message to go out asking committee and friends to donate items for hamper
        - Volunteers sorted and organised who is doing what on the night
        - Layout of the room discussed and arranged
    - Christmas Raffle
        - Themes discussed and arranged:
            1. Pamper night
            2. Christmas
            3. Movie night
            4. Games night
        - Laura to arrange a poster for this and to mix the classes from last year to ensure they receive a different theme
        - Parents to donate to their class hamper
        - Envelopes with two books of tickets to go out – One per family
        - Raffle drawn at the evening nativity performance

5. Confirm dates for future events
    - Grandparents Nativity - 8th December 2pm: tea, coffee, and mince pies to be served before each performance aswell as sweet cones to be sold
    - Nativity - 9th December 2pm and 6pm: tea, coffee, and mince pies to be served
    - Grandparents Christingle - 15th December 2.30pm: tea, coffee and mince pies to be served aswell as sweet cones to be sold on the night
    - Christmas Disco – 4th December. Squash/cordial in paper cups served in library area; no hot food
    - Father Christmas Visit – Father Christmas is confirmed
    - Early Years Christmas Event – Visit to Malpas Magical Christmas, 10th December. TSA to fund coaches
    - Years 1-6 Storyhouse Visit – 11th December. TSA to fund coaches

6. Mrs Mort wish list for future consideration
    - All items discussed above
7. AOB
    - N/A
8. Date for Next Meeting
    - WC 23rd November. Sarah to put a poll on the TSA Groups to find the most popular date.
    - Venue – Hopefully the Carden Arms. This will TBC and sent out on newsletter and school spider