

TOPs Meeting

Date: 18/06/2021

Time: 1pm

Present: Julie W., Bernadette L., Fiona B., Faye B., Emma B., Sophie S., Gayle P.

Apologies: Rachel R., Nicole B., Natalie A., Michelle L.

Agenda

- Welcome!
 - Financial Update
 - Foodbank
 - Half Term Event
 - School fayre
 - School Uniform Sale
 - Next Meeting
 - AOB
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Minutes

- **Welcome!:** Julie welcomed everyone to the meeting.
- **Financial Update:** Current balance £3266.43. Cheque for Parentmail has cleared. Payments for stall prizes for the fair and bookmarks for the readathon have gone out
- **Foodbank:** Donations are still good for foodbank.
- **Half Term Event:** 60 children from the school took part in the Readathon event. £40 book vouchers for prizes were funded by donations. Bookmarks for all children were purchased at a cost of £44.99.
- **School Fayre:** Progress discussed. Number of volunteers needed assessed and ideas to recruit these were offered. Equipment for game stalls checked and what is not already in cupboard will be borrowed, thanks to those who offered their equipment for loan. Further discussion took place on the option to advertise and it was agreed that an 'advertising board' would be more feasible and more cost effective than a leaflet. Previous discussion on a cake stall was revisited and due to our preferred supplier not being available, it was suggested that we try to get a sweet stall instead.
- **School uniform sale:** This will take place on Wednesday 7th July and has been advertised on the Facebook page. We have already had extra donations of uniform. Some committee members have collected and washed the uniform that has been in the TOPs cupboard and it will be labelled ready for sale.
- **Next Meeting:** Friday July 9th 1pm
- **AOB:** Someone asked if there was any other money being given to the school for resources. An email has been sent to ask if there were any more reading books needed etc. Suggestion was made to email the teachers directly through the school office. Also suggested that we could gift a sum of money to each teacher with a request that we get feedback on what the money has been used for.
- Thank you to all!

Previous Actions:

- Confirm final details with Banana Brain Funshows and confirm booking (Sophie/ Julie). **Phonecall with Chris. Options and timings discussed and booking confirmed by email. Payment will be due on the day of the fair.**
- Create reading event sponsor sheet (Bernadette/ Julie). **Readathon completed.**
- Ask school if they are happy with replacing a bike rack with scooter storage. Measure up and order scooter racks. **Scooter rack ordered, due for delivery mid-July.**

Actions:

- Two parents to be approached for providing hair styling and tattoos (Emma B.).
- Advertise for Tombola prizes at the end of the month (Bernadette).
- Advertise the upcoming fair as a 'save the date' (Bernadette).
- Approach the sweet shop/ sugar barn to ask if they would be interested in having a stall (Bernadette).