

TOPs Meeting

Date: 09/07/2021

Time: 1.30pm

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

Apologies: Michelle L.

Agenda

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

- **Welcome!:** Julie welcomed everyone to the meeting.
- **Financial Update:** Current balance £3352.43. Cash held over from uniform sale last week to be banked with cash from reception sale on Monday.
- **Foodbank:** Donations are still good for foodbank.
- **School Fayre:** Pizza van confirmed to attend from 11.30-1.30. Position of van agreed with access to electric supply. General discussion on stalls. Good response from advertising for outside stalls. One deposit paid already. Faye kindly offered to set up the pick a stick game. A number of volunteer slots filled in rota. No decision made on prizes for each stall. Request sent out on notices for tombola prizes. These will be collected over the next two weeks. Advance ticket sales will take place Monday, Wednesday and Thursday of next week.
- **School uniform sale:** This went reasonably well. 66 items were sold. There is still a significant amount of uniform available but mostly smaller sizes. A sale for reception parents attending on Monday for stay and play sessions will be held throughout the day.
- **Next Meeting:** TBA in the new term.
- **AOB:** Agreement was sought for the payment of £200 to school for new Reading books. This was confirmed and will go ahead.
- Thank you to all!

Previous Actions:

- Two parents to be approached for providing hair styling and tattoos (Emma B.). Messages sent, follow up in person (Bernadette).
- Advertise for Tombola prizes at the end of the month (Bernadette). Message put in notices 09/07/2021
- Advertise the upcoming fair as a 'save the date' (Bernadette). Done
- Approach the sweet shop/ sugar barn to ask if they would be interested in having a stall (Bernadette). Phone call and follow up email sent. Confirmed and booked.

Actions:

- Ask school if we can have one of the recycling bins in the playground for pizza boxes (Bernadette).
- Cheque for £200 to be issued to school for purchasing reading books. Miss Johnstone the teacher responsible (Fiona).
- Contact Banana Brains Funshows to check if they need electric supply (Bernadette).
- Check PA system for electric supply/battery (Bernadette/Julie).
- Contact Rock Steady to do a promotional stand/ provide acoustic music (Bernadette).
- Follow up with parents for stalls (Bernadette).