



Thomas Alleyne Supporters' Association [TASA] Meeting Wednesday 16th July 2014 from 3.30pm



Attendees	Michelle Harris, Eirwen Palmer, Jackie Orros, Sarah Carter, Sam Pike, Angie Gregory, Suzanne Legg, Michelle Searle, Claire Godden,
Welcome & Apologies	We received apologies from the following members Mark Lewis, Julia Flanagan, Kim Humphreys, Kelly Standley, Kellyann Cole, Sue Hurren, Micki Balharrie, Georgie Griffiths, Claire Galloway, Kathryn Keogh & Jo Dean .
Review Last Minutes & Actions	Sarah reviewed the minutes & actions from the last meeting and everyone present agreed they were correct. Any open actions were addressed and updated.
Treasurer's Report	Jackie presented her report to the committee which included the income from the summer fair which had an income of £1122.92. To date for this charitable year so far TASA has seen a total income of £1825.59. To remain a registered charity we need to raise a minimum income of £5000 by the end of the calendar year. We still have 2 events planned, The Fashion Show on the Thursday 23rd of October & our Winter Fair on Saturday the 6th of December, so we need to make these count.
Summer Fair	Sarah reviewed the summer fair and feedback she had received from others. It was agreed that if we were to put on another summer event for the next year that we would look to re-vamp the event, maybe look to do a Family Fun day and only have TASA stalls. We could even look into possibilities of a joint day with our feeder schools. It was felt that some event for the summer term should be considered and we would look into this nearer the planning stages.
Sports day	Sports day was unfortunately cancelled due to poor weather conditions, however a few volunteers came in to school and ran a tuck shop during 1st break & lunch time. The team were able to sell all the sandwiches that had been prepared and were able to break even on the cost so the PE department were not at a loss.



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Future Events

Fashion Show Thursday 23rd of October - Our first event that we have, Kellyann & Sarah met with Cheryl's Fashion director - Cheryl Ford, to discuss the project. The committee took on board the updates given from Sarah as well as pose some new questions for Sarah to take back to Cheryl for their next meeting.

For the event we will be looking for 10 -15 models along with their own dressing assistants on the night so we will be holding auditions in September. Michelle H will liaise with Mark & Julia to organise a letter to year 10 students upwards asking for volunteers and set up a date to hold these auditions on.

Sarah advised ticket sales to date have been great, and that she had already booked an MC for the evening. In September a sub committee will be set up to meet weekly to ensure the smooth running of the event.

Angie has created the tickets & posters, so we can supply posters to anyone who wishes to help promote the event. Please ask Sarah or Angie and they can send you a copy for you to print off.

Winter Fair Saturday 6th of December - We have a proposal letter for prospective sponsors for help with funding an ice rink. Sarah has this and will be circulating this to local business' in the area. If you have any contacts that you would like us to add to the list or wish to approach yourself, Sarah asked if you could email her these details.

Michelle H has been overloaded with work so been unable to draft a potential contract for our sponsors. Angie has volunteered to compose one and then Michelle will look over this and pass it on to the legal team.

In order to confirm site suitability we need to provide site measurement, Michelle H will get these details including the details for the drain and send over to Angie to pass on to the company.

Sarah will then update us on the progress and any support she may require for securing sponsors as we need to move fast to book the rink for our event. Again a sub-committee will be set up to help run this event.

Next Meeting

We looked at when our next meeting would be when term starts back in September, the possible dates looked like either Tuesday 23rd or Wednesday 24th of September. We will need to confirm which day would be suitable with the academic calendar and send out a confirmation as soon as we have been advised & Sarah will update us all.

AOB

Looking ahead to September we will have the open evening which TASA support & we know is being held on Thursday 18th of September @ 6pm - 9pm. If anyone knows already that they are available please drop Sarah an email, we will also send an email out nearer the time, along with an updated TASA calendar with the dates for other parents' evenings.

The Treasurer's report was discussed and how it needs to be audited externally. Jackie would approach a contact she knows to see if they would be willing to do this for TASA. Also should anyone wish to view the financial records at anytime they can do so by contacting either treasurer and arranging a time.

Phil the bag - currently we have been doing 2 collections a year, we talked about looking to see if we could generate more collection dates. Sarah said she would look into this.

Sarah passed on the thanks and praise for all the hard work the TASA team have done this academic year from Mark & Julia and Helen Russell.

Also that during the last governors' meeting Mrs Steadman was giving an account of the Year 7 party we ran and how much praise she gave to TASA during the talk. Thanks was also given for the team who still came into school on the cancelled sports day and ran the tuck shop from Mark.

Sarah wished everyone a wonderful summer break and looked forward to seeing everyone in the new term.