

FRIENDS OF UPPER BEEDING SCHOOL

MINUTES OF THE FUBS AGM & COMMITTEE MEETING HELD AT THE RISING SUN PUBLIC HOUSE ON THURSDAY 10th NOVEMBER 2022 AT 8:00PM

1011 01 ATTENDANCE AND APOLOGIES FOR ABSENCE

In Attendance: Coralie Willmott (Co-Chair), Steph Bennett (Treasurer), Jo Ashworth (Secretary), Charlotte Buttress, Lou Brown (School Liaison).

Apologies were received from: Helen Appleyard (Co-Chair), MJ Mitchell, Lucy Cordingley, Ben Adam, Daisy Dawson, Nikki Rennie, Matt Andrews (Head Teacher), Hannah Leech, Hannah Searle.

The Committee accepted these apologies – a lot of those absent had already attended a FUBS' meeting earlier in the week to plan the Christmas Market event.

1011 02 DECLARATION OF INTERESTS

There were no interests to declare.

1011 03 NOTIFICATION OF URGENT ITEMS

There was nothing urgent to add to either part of the meeting that was not already on the agenda.

1011 04 APPROVAL AND SIGNING OF PREVIOUS MINUTES / MATTERS ARISING

The Committee agreed that the Minutes from the last AGM on 9th November 2022 were an accurate representation of the meeting. The Minutes were signed as approved by Coralie Willmott. There are no matters arising from that meeting.

1011 05 CHAIR'S REPORT TO AGM

Coralie presented the Chair's Report to the Committee. This was discussed and approved by the Committee, and they agreed it should be sent to parents:

"FUBS is a charity raising very much needed extra funds for Upper Beeding Primary School. More than ever these funds are not only needed for extra-curricular activities that all the children can benefit from and enjoy, but also for some practical essentials that are now a huge cost that school are struggling to provide.

This last year as been a year of raising the FUBS profile, not only within school but also the wider community. As a mostly newly appointed team it has been a year of learning and welcoming new ideas, which has been fun!

Successes and a few things to mention from this year:

The ongoing pre-loved uniform sales. So successful thanks to Lou in the office for washing, sorting and putting the rails out at every opportunity.

The gift sales continue to be a huge success, led by Charlotte and her team.

This year we saw the return of the Summer Fair, an event not just for school, but for the wider community. The sun shone, and the event was a huge success. The dog show feedback was that it was one of the busiest shows they've done. The addition of bands playing during the day on our biggest stage yet gave the event a festival vibe! Thanks to you all, we raised an impressive amount of money, part of which is being used to transform an outdoor area into an all-weather reading zone within the school. Our newest and most recent event was the Pumpkin Light-up Trail. With a great new planning team coordinating this event, it was a roaring success. Thankfully the weather was kind! This is certainly going to become another event that will grow with ideas – planning & ideas have already begun for the next one. Thanks also go to the Rising Sun for hosting our fabulous Freaky Friday event and for funding the DJ.

Our Christmas event last year was newly named 'Christmas Market' and was mostly held outside for the first time. It continued to be a successful event with a good amount of funds raised and generally good feedback received. Planning for the Christmas Market this year is well underway, and we hope to bring even more variety to the stalls and entertainment. The grotto is being prepared for Mr C and presents are being wrapped.

All of these events require continued support from parents and volunteers. Help can be in the form of: being part of a planning team; volunteering on the day of an event; getting involved on social media; sharing/liking posts; attending a FUBS meeting to listen and share new fundraising ideas. The FUBS team welcome you to join us in whatever way you can!

Mr Andrews has some new ideas that FUBS are hoping to fund this coming year, so keep a look out for these posts...

*Finally, a massive **THANK YOU** goes out to everyone. Without your ongoing support these amazing events could not take place, and the funds raised are needed now more than ever!! In the past year we have contributed towards the Active Mile track, and funded iPads, Focus Weeks, Wow Days, Christmas crackers for the festive lunch, classroom book corner donations, and much, much more".*

Helen Appleyard and Coralie Willmott

Co-Chairs FUBS

Action Lou to send Chairs' Report to AGM out to parents for information.

1011 06 TREASURER'S REPORT TO AGM

Steph Bennett reported verbally to the meeting. The accounts are in a good position at present. The income for the last year was £18,325, expenditure was £12,867. £10,248 was paid in donations to support the school. There were also some fairly large expenditure for FUBS as digital two-way radios and Izettles have been purchased. There is still £1,088 left to spend that has been ring-fenced for iPads.

1011 07 ELECTION OF COMMITTEE MEMBERS

Officers and Trustees

Chair

Nomination: Coralie Willmott. Proposed: Jo Ashworth. Seconded: Steph Bennett

Vice Chair

Nomination: Helen Appleyard. Proposed: Coralie Willmott. Seconded: Charlotte Buttress.

Secretary

Nomination: Jo Ashworth. Proposed: Coralie Willmott. Seconded: Charlotte Buttress.

Treasurer

Nomination: Steph Bennett. Proposed: Charlotte Buttress. Seconded: Lou Brown.

Non-Officer Trustees

Nominations: MJ Mitchell, Charlotte Buttress, Lucy Cordingley, Lou Brown

Mrs Willmott asked the Committee to agree to the above officer and trustee roles.
All in Favour. No Abstentions.

Action Jo to update Charity Commission with names of Officers and Trustees.

1011 08 ON-GOING FUNDING

There has been some confusion amongst staff about what FUBS will fund, and it will be made clear that they are not to assume that FUBS will pay. The following items are all agreed, but anything further needs to be requested in writing to FUBS so they can give it consideration.

First News

Mr Andrews has questioned this subscription as it is £460 per year, and does not now get as much use as when it was first started. The Committee agreed to cancel this subscription as it is expensive and the money saved could be spent on other things.

Action Steph to cancel the subscription to First News.

Year 6 Leavers Packs / Leavers Hoodies / Leavers Party

The Committee agreed to continue to fund these items up to a maximum of £1,000. The Leavers Packs will be fully funded, the top up on the hoodies will be funded (parents pay £15.00), and anything left can be used for food etc at the Leavers' Party.

Christmas Crackers for Festive Lunch

The Committee agreed they would definitely continue to fund these as the children loved them. There are probably enough in the FUBS cupboard for this year, but more will need to be purchased in the January sales.

Focus Weeks and Topic Wow Days

The Committee agreed to continue to fund all Focus Weeks and Wow Days up to a maximum of £3,000. Letters that go out to parents about these events should advise that FUBS have contributed towards them. Parents on the Committee agreed that with so many requests for payment, it was good to know that FUBS were

1011 09 ANY OTHER BUSINESS

There is nothing further to add to the AGM part of the meeting.

1011 10 DATE OF NEXT AGM

Thursday 9th November 2023 at 7:45pm.

~ FUBS COMMITTEE MEETING ~

1011 11 APPROVAL AND SIGNING OF PREVIOUS MINUTES / MATTERS ARISING

The Committee agreed that the Minutes from the last meeting on 13th October 2022 were an accurate representation of the meeting. The Minutes were signed as approved by Coralie Willmott. There are no matters arising from that meeting.

1011 12 CHRISTMAS CARDS

Delivery is expected in next few days. It has been a smooth procedure so far, but not so many orders have been placed as parents have been wary after last year. Hopefully an on-time delivery will allay reservations about this company. Lou will contact company to confirm delivery date.

Action Lou to contact Chameleon Create to get delivery date for orders.

1011 13 CHRISTMAS MARKET**Friday 2nd December 5:30pm to 8:00pm.**

Informal planning meeting was held last week. External stalls, food, bar, tea tent, grotto and online raffle are all in hand. Daisy has agreed to look after school stalls. Jo is looking at an online pre-booking system for the grotto. Coralie will ask MJ if she is able to do social media advertising for Christmas Jumpers as collecting needs to start next week. Can include festive t-shirts, onesies etc. Helen has been liaising with Diva Signs re banners. Agreed that external sideshows and rides will not be invited this year as they are quite expensive, and comments were received re costs. All other comments were favourable, and people liked the new layout. Choir times arranged for 5:30pm (KS1) and 6:30pm (KS2). Teacher Mrs Disney will issue letter to get ideas of numbers.

Action Coralie to ask MJ about Christmas Jumper donations advertising for social media.

1011 14 HALLOWEEN EVENTS

The brand new Halloween events for this year raised approx. £1,000 this year and were both well attended.

Pumpkin Light-up Trail and Competition

It was very well attended, and great feedback has been received. It was noted that more refreshments could be available next year as there were long queues. Almost 200 pumpkins were entered into the competition, and together with the decorated and lit jars, it all looked very effective. The good weather was definitely a bonus! Next year FUBS may look at having someone come in to help the children with pumpkin sculptures. It was also agreed that the bringing in of the pumpkins needs consideration, as moving them all from the FUBS cupboard to around the field by wheelbarrow took a lot of time and effort.

Freaky Friday

This was also well attended, and good feedback has been received. Big thanks go to the Rising Sun for hosting the event, and also funding the DJ.

1011 15 SOCIAL MEDIA

This is going really well, and huge thanks go to MJ for her excellent artwork and posters. All FUBS members are asked to like and share the posts. The next promotion will be for the Christmas Market.

1011 16 WISH LIST UPDATE

Mr Andrews has discussed a wish list with FUBS.

The new outdoor reading area in the quadrant is being priced at the moment, and FUBS are waiting for details of costs.

Supporting the creation of an outside classroom next to the old building will be further discussed once costs for the quadrant area are known.

Mr Andrews thanked FUBS for their donation to the classroom themed book corners. The Halloween theme has been popular with both staff and children.

1011 17 ANY OTHER BUSINESS

The Committee agreed that FUBS should look into purchasing some festoon lighting. This is very attractive and effective, but at the moment we borrow from a FUBS member. Consideration would need to be given to supports/poles and permanent hooks on buildings.

1011 18 DATE AND TIME OF NEXT MEETING

Thursday 2nd February 2023 at 7:45pm at the Rising Sun.

Mrs Willmott thanked the Committee for attending, and closed the meeting at 9:30pm.