

# FRIENDS OF UPPER BEEDING PRIMARY SCHOOL

## MINUTES FOR THE FUBS COMMITTEE MEETING HELD AT THE RISING SUN PUBLIC HOUSE ON THURSDAY 13th OCTOBER 2022 AT 7:45PM

01	<b>APOLOGIES FOR ABSENCE AND ATTENDANCE REGISTER - Chair</b>	8:00pm	5 mins
	Charlotte, Carly, Layla, Sarah B, Hannah, Lucy, Lou, Daisy, Steph		
02	<b>DECLARATION OF INTERESTS – Chair</b>	-	-
	None		
03	<b>NOTIFICATION OF URGENT ITEMS – Chair</b>	-	-
	None		
04	<b>APPROVAL AND SIGNING OF PREVIOUS MINUTES (15.9.22)</b>	8:05pm	5 mins
	Signed NiK		
05	<b>MATTERS ARISING FROM PREVIOUS MINUTES - Chair</b>	8:10pm	10 mins
	Bags2School – good collection.		
	Christmas cards – in hand and artwork has been done. Will be collected and posted soon, by Lou:		
	Artwork collection date: 14.10.22		
	Shop online open: 21-28.10.22 – half term!		
	Dispatch of finished goods: 11.11.22		
	Social media – thanks to MJ for many recent posts.		
	6 weeks in meeting – agreed previously that Coralie and Charlotte will attend.		
	Helen now also available.		
	FUBS to help serve tea and coffee – confirm with Mrs Quigly for details.		
	Uniform sales – going really well on adhoc basis when weather is good. If anyone has a spare hour or so please pop into the office to offer help to organise uniform in cupboard.		

**06 Halloween****8:20pm****20 mins**

Friday 14.10.22 – jar decorating. Finalise help numbers. All equipment has been ordered and is in FUBS cupboard.

Jo, Helen, Han and Lucy to decorate in school.

Coralie has ordered tissue paper, glue, tea lights (100 battery lights)

Borrow glue sticks and scissors from Kenya class.

Tables to set up ready outside the FUBS cupboard.

***Pumpkin carving competition:***

Pay £1 to enter

Prizes for each year group and an adult prize

Prizes distributed in assemble on Friday 21.10.22 last day of term.

– Rosettes at school ready / sweets for prize needs buying - possibly Steyning sweet shop?

Wine for adult prize – FUBS cupboard? – Checking Friday 14<sup>th</sup> Oct

Pumpkins to arrive that morn, judged by office team.

Thursday morning – to collect from 8:20 due to the trip.

Jo, Coralie and Helen there on the morning.

Need:

- Sharpies to write names on.
- Signs with classes names. – Ask Lou
- Ask where to put the pumpkins when we arrive? – Check with school (swimming pool?)

***Pumpkin Light-Up Trail:***

Set up from after school as no football club.

Team to set up tent, lighting and put pumpkins out.

Ask for power and water from the blue building.

Need pig tails to tape off the adventure trail and private ship.

Refreshments – Nikki

Drinks – Tea, coffee, hot choc, Irish coffee, Irish hot choc, cartons of orange and apple juice for kids.

Haribo little packets of sweets, choc bars

Signs – needed to be orders / printed with prices.

Buy cup cakes add Halloween themed toppers

Aim for children to walk anti clockwise around the field. Start through a gazebo.

Need fairy lights on the gate and on trees. – Ask Mr Andrews if he is coming and if he can collect donations on the door.

Any other decorations? – Look in Poundland / borrow?

**Freaky Friday:**

Friday 28<sup>th</sup> October at The Rising Sun pub.

DJ booked and song list shared with Gareth.

Raffle - needs to sell tickets on the day / possible wear FUBS aprons for selling tickets.

Prizes - £100 majestic voucher

Hampers – Choc hamper

Hamper – Booze hamper

Jo and MJ to make the hampers.

Collect donations on the day and sell raffle tickets.

Riser will decorate the pub.

<b>07</b>	<b>Christmas Market</b> Planning meeting to be booked – propose Thurs Nov 3 <sup>rd</sup>  Need help for someone to create collapsible bar on hinges using scaff boards & pallets we have – this can then be stored in the FUBS cupboard.  Nikki – wants to buy table cloths for the market. Green	<b>8:40pm</b>	<b>10 mins</b>
<b>08</b>	<b>Reading Corners</b> Funding this with FUBS money – update after meeting with Mr Andrews.	<b>8:50pm</b>	<b>10 mins</b>
<b>09</b>	<b>Funding ideas from School:</b> As above. Funding applications – Ask someone for help -Liz?  <ul style="list-style-type: none"> <li>Mr Andrew is developing the chess quad into an outdoor reading area. FUBS to fund the shade sail, furniture, decoration, book holding areas.</li> <li>Also a solid structure outside Y6 / old building with benches to be an outdoor classroom and picnic area for Y6 to use.</li> </ul>	<b>9:00pm</b>	<b>10 mins</b>
<b>10</b>	<b>Future ideas</b> All ideas welcome – please share.	<b>9:10pm</b>	<b>10 mins</b>

**DATE AND TIME OF AGM and NEXT MEETING**

**Thursday 3<sup>rd</sup> November 2022 Christmas market planning team at Coralie's house**

**Thursday 10<sup>th</sup> November 2022 at The Rising Sun pub**

**MINUTES ARE ALWAYS AVAILABLE ON THE SCHOOL WEBSITE OR FROM LOU BROWN BY REQUEST**