

FRIENDS OF UPPER BEEDING PRIMARY SCHOOL

MINUTES FOR THE AGM & FUBS COMMITTEE MEETING TO BE HELD AT THE RISING SUN PUBLIC HOUSE ON THURSDAY 9th NOVEMBER 2023 AT 7:45PM

01 APOLOGIES FOR ABSENCE AND ATTENDANCE REGISTER - Chair

Hannah L, Abby, Daisy, Lou

Attendance: Jo , MJ, Rikki, Chris, Kylie, Lucy, Coralie, Helen, Nikki, Steph, Emily, Charlotte, Gaynor

02 DECLARATION OF INTERESTS – Chair

03 NOTIFICATION OF URGENT ITEMS – Chair

04 APPROVAL AND SIGNING OF PREVIOUS MINUTES (28.9.23) - Chair

05 CHAIR’S REPORT – Helen and Coralie

06 TREASURER’S REPORT - Steph

Raised total £13,008

£4,000 – wow days and leavers packs

£3,000 new reading garden

£600 Shakespeare trip

£800 books

£500 footballs / play equipment

Gave back £9,900 to school

Few FUBS purchases for the year so we broke even for the year. Bank balance looking good

07 ON-GOING FUNDING

- Leavers packs
- Leavers’ hoodies. Top up cost above £15
- Christmas crackers for school Christmas lunch – these are in the cupboard for this year
- Year 6 enrichment trip?
- Enterprise weeks – this to be fully funded so parents are no longer asked for contributions
- Wow days – this part of topic to be funded by FUBS also?
- Topic visitors – as above?

Jo and MJ to discuss with Mr A about funding and what we are going to contribute towards.
Steph to agree some payments for continuous provision.

08 ELECTION OF COMMITTEE MEMBERS

Chair: Jo Ashworth
Proposed: Coralie
Seconded: Lucy

Vice Chair: MJ
Proposed: Helen
Seconded: Coralie

Secretary:
Proposed:
Seconded:

Treasurer: Steph
Proposed: Helen
Seconded: Charlotte

Charity Trustees:
1: Charlotte Buttress
2: Nikki Rennie
3: Lou Brown
4: Kylie Morris

09 AGM AOB Followed by items for general committee meeting

~ COMMITTEE MEETING ~

01 MATTERS ARISING FROM PREVIOUS MINUTES – Chair

Jo Ashworth thanked the new parents who have attended this meeting.

02 Christmas cards - update

Not doing this year.

Perhaps tea towels can be done at some other point – end of school year

03 Christmas market update

Now calling it the Christmas fair again. Going back to two donation days – dates as below.

Donation day one:

Mince pies - Rec

Teddies – year 1&2

Lucky dip toys & chocolate – year 3&4

Bottles – year 5&6

Donation day two

Mince pies - Rec

Cakes – year 1&2

Lucky dip toys and chocolate – year 3&4

Bottles – year 5&6

Ask Abbie if she'll make the gingerbread reindeers again?

Stalls:

Helen has been keeping tabs so far of who would like an external stall.

Ex pupils from SGS would like to have a stall to raise money for a trip they are going on.

Katie's Kart for sweets

Guides for glitter tattoos

Faye for Tropics

FUBS stalls:

All previous stall info is on a spreadsheet on the Google drive.

BBQ:

Tom still happy to do.

Agreed hot dogs – 200.

He will liaise with Steyning butchers.

Bar:

Cordingley's cannot run the bar this year. Lucy will give Jo a list of what is needed to buy, stock wise.

Jo & Emily will do the Booker's run

Chris H & Emily will help set up the bar – Emily also helping on Grotto.

Tea Tent:

Nikki happy to run. This is all in control!

Grotto:

Hannah & Kathryn happy to run.

Theme – elf on the shelf Committee agreed to buy these elves.

Rikki has said he will create an elf 'media' display, and snow. Makes the queue more interesting. He will contact school to measure the windows then he will get material to make this work.

Contact McDonald

Raffle:

Agreed to do non online raffle. Coralie to find raffle prizes and ensure tickets and float.

Choir:

Jo will speak to Mrs Disney about the choir. Rikki will talk to Phil about a sound system.

Santa still needs to be found! Possibly Chris' Dad, he will ask him. He has Santa experience before in garden centers.

New Sound & Light team!! Rikki, Chris & Matt

First Aid:

Charlotte, Jo & Rikki

04 Feedback on Pumpkin trail

Raised £750 raised

Jo thanked everyone. Weather was kind, in the end, considering.

Need to reconsider how this is advertised, we could have done it better as it was a bit last minute.

05 Social media

This is going really well. Huge thanks to MJ. Please share and comment as much as possible. What needs posting in the next term

- MJ to make a post for the fair

- Flier to print needed for donation days – Jo
- Poster for Christmas jumper donation days

06 Gift sales – Charlotte

All in hand.

Wrapping party?

Yes if needed – book conservatory at the Riser and take up parental offers of wrapping too.

Wrapping party for grotto presents too.

Date for Mothers' and Fathers' day – 5.3.23 Mother's Day. 11.6.24 Father's Day.

07 Charity applications

Well done Elfie! We have won two charity applications

- Co-op application for outdoor play spaces – need to encourage people to sign up on their Co-op cards.
- £2,500 – BUPA foundation Outdoor nature classroom project

08 New ideas for next year

Easter trail?

A map of the village – ask shops & houses to display big egg. Do the trail in the holidays then hand in after holidays. Pay £1 to do.

Look into after school cakes sales more frequently.

Colour run?

In the Spring, maybe on a Sat morn on the school track.

School lottery?

This is something we can get involved in because we have a license for it. We need to write to the Governor's to ask permission. You don't have to be a parent to buy a ticket. £1 per ticket. Jo will write a letter to the Governor's. A no effort, big win idea!

It's a Knockout idea is still out there as a possibility.

09 AOB:

Advertising – banner and posters. Contact Diva signs to see if they will still support? Shout out to parents to see if anyone else can help with this going forward.

10 Cracker buying new year / wrapping paper

All to keep an eye out for crackers in Jan.

11 DATE OF NEXT MEETING

Christmas fair meeting: 21.11.23

Propose next committee meeting: 1.2.24