

# Friends of Upper Beeding School (FUBS)

Registered Charity No: 1102159

Upper Beeding Primary School,

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Chair: Mrs Sarah Bennet Secretary: Mrs Cally Strevett Treasurer: Mrs Sarah Johnson

## FUBS COMMITTEE

### Charity Trustees (7)

Sarah Bennet (Chair), Helen Appleyard (Vice Chair), Cally Strevett (Secretary), Sarah Johnson (Treasurer) Chrissy Szwarc (parent) and Charlotte Buttress (parent).

### Committee Members (4)

Ben Adams, Julie Krysik, Kathryn Waterman, Tommy Harding (parents)

## Minutes for FUBS meeting held on Tuesday 14<sup>th</sup> January 2019 at The Rising Sun, Upper Beeding @ 7:45pm

**Present:** Sarah B, Sarah J, Helen A, Cally S, Charlotte B, Ben A.

**Apologies:** Sophie White, Karina Hardwick, Chrissy Szwarc, Coralie Willmott, Kathryn Waterman, Phil Appleyard, Dave Bennett, Julie Krysik, Chrissy Harding, Tommy Harding, Rob Edgley

**Agree and sign off minutes from the 14<sup>th</sup> November 2019**

**Agreed and signed off**

**HAPPY NEW YEAR TO ALL**

**Treasurers update:** Bank Balance £25,841.56 stands at

### Recent Events:

**Christmas gift sale:** £488.30 – Look at re doing the Gift sale form for Christmas, with information such as age and whether it's an adult or child, and if the child is under the age of 2. Please put in correct money only as change cannot be given.

**Christmas fair:** £2988.48

**Raffle for Christmas fair:** £699.80

**Uniform sale:** £152.80 Since September

Christmas fair negatives – Not everyone got raffle tickets, People didn't come in as they couldn't bring in there pushchairs. It was commented that there was no recycling bins available.

## **Up and coming Events:**

**Film night, Shona:** Film night Friday 31<sup>st</sup> January, Shona has got all relevant documents. Film is COCO, No Alcohol allowed, there will be Popcorn instead of a tuck shop. (is this being supplied or is it bring their own?). 5-7Pm tickets £2.00 tickets to be sold on the door max people 150. Geraldine to do a risk assessment.

**Uniform sale, Nancy:** Thanks to Nancy for sourcing a new rail, next uniform sale may have to be cancelled. – Looking into selling dress up costumes.

**Valentines quiz night, Helen** – Friday 14<sup>th</sup> February to be hosted by Helen and Rob. Volunteers list to be sent out. Doors open at 6.30 for a 7pm start to finish at 9pm. Bar, tuck shop and refreshments and 100 square. £2.00 per ticket, children go free. Poster to go up on 27th January.

Bags to school: Chrissy happy to continue with this.

Mothers day gift sale: 18<sup>th</sup> March, Charlotte available to do the shop on Thursday 12<sup>th</sup>. Sarah to do a sign-up sheet for the sale and the shop.

## **People happy to continue in**

**Bags for school:** Chrissy is happy to continue with this.

**Uniform:** Charlotte and Nancy happy to continue. Chrissy happy to do the rotas.

**Gift sales:** Charlotte is happy to continue.

**Grotto team:** Happy to continue. We need to look at maybe doing time slots for Santa, maybe have two Santa's as there were still queues at the end.

## **Summer fair.... Team leaders for**

**Raffle?** Cally to do raffle for Summer Fete

**Brochure/advising?** Rob & Ben to work together on this (Ben to learn the ropes before Rob hands over). Do we need to look at asking companies who donate raffle prizes if they'd like to advertise? We discussed about increasing the advertising prices. How much is the current prices?

Technical support. Paul White possibly able to do the wiring and electrics.

Entertainment day arena - Kelly Verstappen has agreed to lead on this & has started enquiries & bookings. Kelly asked about budget for the day time band, it was agreed £250 or less.

Bar- Chrissie is happy to lead but wants somebody to do it with her. Chrissie has a couple of people she is going to approach re the takeover.

Tea tent? Team to be organised (how can we be greener? It was asked about bottled water (we'd need to speak to the echo council to see if they have any ideas and if they can make poster for the recycling bin points).

External stalls? Sarah Johnson has agreed to do this again this year. We need to look at the pricing and whether or not we increase this year.

Fubs stalls? Charlotte has said she'd like to do this.

Sarah B has booked Candyfloss machine £18.25 (this will need power)

Buzzer Hand no.1 (blue) £8.75 (this will need power)

Smoothie bike £13.50 (Speak to Geraldine about whether or not we will need food hygiene certificate and how this will need to be cleaned re water etc).

Striker (Clown) £13.50

Marque put up and down - Lee we need team)

A shout out needs to go out for FUBS stall volunteers and general volunteers. Need to do job descriptions for the stalls.

We need to contact Horsham council regarding bins. We decide on 3 x recycling bin and 2 x general waste bins.

Sue form the newsagents has offered the use of her freezer and slushy machine this year.

Neil has asked if we'd like the buses – This was agreed

The cars will be back this year

The toilets need to be booked, it was mentioned if we can get men's urinals.

We need to contact the reptile man to see if he will be coming along this year

Will we be doing the dog show?

Helen to speak to the inflatables men Ben & Nick for a price on hiring a stage truck, a price for the hiring and set up of marques and the rides for the evening.

Will Neil Pringle or Coralie Willmott be the compare this year?

### **Matters Arising**

Sound/Av equipment for the school: Phil has installed the new System and it's up and running.

**Need iPad for Izettle.** Sarah Bennett to speak to Frankie Counihan about Lancing College selling the Ipads for £50, we agreed to purchase 2. Helen Appleyard Proposed and Ben Adams second.

**Green donation bins:** Not accepting any more donations at present, but still taking some uniform in need of age 8 and above. Maybe open pre events.

**How is the newsletter going?** Cally and Ben to start this shortly.

**Christmas cards sale:** £598.40 Chrissy looking into a new supplier, this will be more parent based than FUBS running as it will be ordered online. There won't be a sample card. Chrissy has advised the Christmas cards will kick off in July.

We need to do more to advertise easy funding as there isn't many people who have been using this, we will add this on the newsletter and see if it can be put on the main school newsletter.

Mr Hughes has asked about Easter egg fund raising raffle, where we contact local companies to see if they would donate nice Easter eggs that we could raffle off. We will discuss more at the next meeting

**A HUGE THANK YOU TO EVERYONE FOR ALL HELP AND SUPPORT 😊**

**Next meeting date: Thursday 27<sup>th</sup> February @ 7:45  
The Rising Sun, Upper Beeding**