



End of Year Financial Report 2024-25

Charity Name	SHERBURN HUNGATE PRIMARY PARENT FRIEND ASSOCIATION
Address	Sherburn Hungate Primary School North Crescent Sherburn in Elmet LEEDS LS25 6DD
Registered Charity Number	1213315
Financial / Academic Year	1 st September 2024 – 31 st August 2025
Purposes of the Charity	The object of the Association (the objects) is to advance the education of the pupils in the school in particular by: <ul style="list-style-type: none">• Developing effective relationships between the staff, parents and others associated with the school• Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.
Trustees	Alex Kent – Chair Bex Williams – Vice Chair Ami-Lou Jackson – Secretary Dawn Jackson – Treasurer

The Year at a Glance	
Opening Balance: £3,957.46	Total Income: £11,921.61
Closing Balance: £4,794.87	Total Expenditure: £11,084.20
In year Profit: £837.41	In year Profit: £837.41

Income and Expenditure Accounts 24/25

Income

Income	Amount	Notes
Cash Deposits to Bank	£9,065.54	All cash banked from events, including money raised at the Emilia Colour Run (donated to JustGiving)
ParentPay	£1,264.93	Money in for Halloween Disco, Valentine Disco and Easter Trail
From Stall Holders	£235.30	Money received for deposits and percentages at Xmas Market and Summer Fair
Refunds	£466.64	Temu, Paddle.net refund and money from cardholders when wrong card used for personal purchases (mistakes made & rectified)
Pay it Forward	£86.62	Pay It Forward money donated
ParentKind	£234.48	Asda Rewards Cashpot for Schools (Sept/Nov 24 – shop using Asda Rewards app, Asda donated 0.5% of the value)
Other	£568.10	Transfers from cardholders for purchases (£35.50) Money from SumUp card payments at events (498.88) and Easy Fundraising (£36.72)
Total Income	£11,921.61	

Points to note:

- SumUp has been a huge success – £498.88 (£507.50 less £8.62 in fees) has been taken since they were introduced in mid-June.
- Easy Fundraising – the PFA have retaken control of this initiative / account from school. There are 68 supporters with only 1 consistent user. ***This needs to be promoted to increase understanding of how it works and therefore increase supporters.***
- Unfortunately, Paddle.net refund was reclaimed by the bank, becoming an expense.
- The PFA collected and banked the cash from the Emilia Colour Run and later donated it all the JustGiving page set up by the family.

Expenditure

Expenses	Amount	Notes
Alex / Bex / Dawn	£520.49	Paddle.net money, payments by cardholders when wrong card used for personal purchases (mistakes made & rectified)
Consumable	£270.88	Tea, coffee, sugar, milk, biscuits, disposable cups, stirrers, spoons, floats
Discos	£1,375.86	Halloween and Valentine – refreshments, (sweets, drinks, crisps, bags, stickers), decorations, float, DJ
Christmas Market	£1,473.82	Includes prizes, decorations, crafts, DJ, float money, mince pies, Santa's braces!
Tuck Shop	£625.45	Sweets, bags, ice lollies, floats
Summer Fair	£2,093.05	Disposable bowls & cutlery, prizes, items needed for games, decorations, food costs (chilli & hotdogs etc), drinks, float, inflatables
Bought for School	£751.44	Shed & padlock, extension, urn, torches, storage boxes, 2 x SumUp card machines & chargers, 3 x bike racks
Annual / One off / Bank	£2,962.29	Parentkind membership, Wix (website), Domain registration, bank service charges, purchases for Jacks Memorial and Emilia Colour Run, Magic Matt for Summer Fair, Emilia's money out to JustGiving
Gala	£703.01	Stall deposit, decorations for float, prizes, headbands, generator petrol, float
Spring Equinox / Easter / Sport / KS2	£307.91	Refreshments, bonnet prizes, trail prizes, floats
Total Expenses	£11,084.20	

Points to note:

- First payment of the financial year was £260 to Starkey's Butchers for providing burgers for the 2024 Summer Fair. This should have been paid in the previous financial year. If it had, this year's profit would have been up by £260.

- There have been £130.39 in payments to Paddle.net. A refund of 126.93 (total of all payments less the non-GBP transaction fees) was issued in February but was unfortunately reclaimed back by the bank in March. So, £130.39 has been lost.
- PFA paid for Magic Matt for the Summer Fair at the cost of £402. This was not included in costings for the event as there was a chance of getting sponsorship to cover some / all of this. Sponsorship funding was unavailable. ***Send emails early to ensure sponsorship is secured for Christmas / Summer Fair entertainment.***
- £34.50 should have been included in the Summer Fair income, but payment was made in September and therefore will not be included in the 2024/25 accounts.
- £43.58 bank charges - bank account was switched from a Community Account to a Treasurer Account which should have stopped monthly charges, it has not. ***Bank to be contacted about this. Consider switching banks if charges will continue.***
- PFA donated £465.43 to supporting the memorial events for Jack and Emilia.
- We have quite a lot of prize stock and consumables such as tea, coffee, sugar, disposable cups etc. left from this year's events that will carry over to next year (difficult to know the exact value of this).

Events – Profit and Loss

Income, expenses and profit / loss for each event throughout the year.

DATE	EVENT	INCOME	EXPENSES	PROFIT / LOSS	Notes
4 Oct 24	Tuck Shop	£205.69	£242.96	-£37.27	
23 Oct 24	Halloween Disco	£1,188.61	£682.47	£506.14	313 paid
11 Dec 24	Christmas Fair	£1,589.39	£1,473.82	£115.57	
1 Dec 24	Y1 Event & 2 x nativities	£138.60	£11.90	£126.70	
18 Dec 24	Round the Tree	£47.80	£18.24	£29.56	
	Total Xmas	£1,775.79	£1,503.96	£271.83	
5 Feb 25	Valentines Disco	£1,134.36	£693.39	£440.97	293 paid
14 Feb 25	Tuck shop	£179.24	£0.00	£179.24	
	Total Valentines	£1,313.60	£693.39	£620.21	

14 Mar 25	Tuck Shop	£283.85	£304.99	-£21.14	
28 Mar 25	Tuck Shop	£178.00	£0.00	£178.00	
	Total March Tuck	£461.85	£304.99	£156.86	
20 Mar 25	Spring Equinox	£243.86	£166.44	£77.42	
4 Apr 25	Easter Trail	£93.51	£25.41	£68.10	96 - declining numbers 174, 110, 96
17 May 25	Sherburn Gala	£746.10	£703.01	£43.09	
21 May 25	Jacks Football Event	£0.00	£252.73	-£252.73	Donated to Jacks Memorial Bench
27 Jun 25	Tuck Shop - June	£100.26	£77.50	£22.76	
17 Jun 25	N/R Sports	£111.34	£79.79	£31.55	
9 Jul 25	KS1 Sports	£56.17	£10.99	£45.18	
14 Jul 25	KS2 Sports	£77.83	£17.05	£60.78	
	Total Sports Days	£245.34	£107.83	£137.51	
11 Jul 25	Emilia Colour Run	£1,757.90	£1,970.60	-£212.70	Contribution to Emilia's event
9 Jul 25	KS2 Pantos x 2	£120.23	£43.95	£76.28	
16 Jul 25	Summer Fair	£3,393.82	£2,273.05	£1,120.77	£34.50 paid in Sept - in next year's finances
16 Jul 25	Magic Matt	£0.00	£402.00	-£402.00	Needed sponsorship

Points to note:

- Discos remain popular. **Consider selling items such as glow sticks and different refreshments.**
- Easter trail has declining numbers. **This needs a rethink for 2026.**
- Magic matt was an expense - we were unable to secure sponsorship. **Ensure emails go out early to ask for sponsorship for Christmas / summer fair entertainment.**

- We were left with quite a lot of chilli / hotdogs / bread / condiments from self-catering for the summer fair. ***Be more conservative when planning perishable things like food – when it's gone, it's gone. Better to sell out then have too much left / wasted.***

A full break down of all money in and out, as well as expenses and income for all events, is available upon request.

Report prepared by Dawn Jackson, Treasurer, September 2025