

SHERBURN HUNGATE PFA

Annual General Meeting — Minutes

Date: Friday 10 July 2026
Venue: The Red Bear, Sherburn
Present: Alexandra Kent, Rebecca Williams, Dawn Jackson, Vicky Marchant, Ben Marchant, Natalie Millard, Becky
Apologies: None recorded

Matters Discussed

1. Finances

The Treasurer presented the finance report for the year to date (see attached finance report for full detail).

2. Summer Fair review

The committee reflected on the recent summer fair and were pleased with the overall vibe of the day. A profit was made, although it was smaller than hoped for. The biggest single spend was on inflatables, and it was agreed that spend on these would be reduced next year. There is potential to run the PFA's own food stall and bakery stall again, with costs paid to anyone providing food for these.

3. Events and tuck shops

Events and tuck shops were limited during the 2025–2026 school year. Going forward, the PFA agreed to increase the number of tuck shops and pop-up events. Sweet, doughnut and ice cream sales have all proved successful and popular, and will continue to be run with variety. The committee is also looking to introduce further events, including a bingo night and/or a film night in the school hall.

4. Meeting scheduling

Meetings are to be booked in advance and published to members. These will be held at a mix of venues — some at the school, some at committee members' homes — and on different days and times, so that as many members as possible are able to attend at least some meetings.

5. Relationship with the school

The committee agreed the importance of establishing a much better relationship with the school early in the school year, with clear recognition of the PFA's autonomy as a standalone charity. A clear set of rules will be established so the PFA can action events and promotions quickly and efficiently. Meetings will be held with Mr Woodhouse every half term so he is kept informed of the PFA's plans and achievements.

6. Spending and donations

The committee discussed PFA spending and agreed the need for a clear outline of what the PFA can legally spend money on, ensuring that any gifting is carried out where required and fairly. It was agreed that the PFA will no longer make donations to individual children or charities; instead, whole-school or year-group supplies and activities will be agreed. The school will be asked to indicate in advance where it needs support.

7. Social media

New social media pages are to be created. It was agreed that the Facebook page should remain general in nature, so that responsibility can be handed over between the people in charge over the years without accounts being tied to personal profiles.

8. Volunteers

The committee agreed a drive is needed to recruit more volunteers, increase membership, and give the PFA a more visible position within the school. This will include weekly Class Dojo posts from the PFA and a more prominent slot in the weekly school newsletter.

9. Committee elections

All committee members standing down from their current positions were thanked for their work over the past year. The following were elected to the committee for the 2026–2027 year:

Role	Name
Chair	Rebecca Williams
Vice-Chair	Natalie Millard
Treasurer	Dawn Jackson
Secretary	Vicky Marchant
Social Media & Marketing	Charlotte Wetherell

There being no further business, the meeting was closed with thanks to all those in attendance.