

St Wilfrids Primary School
Parent Teacher Association
Registered Charity Number: 1169407

Dear Parents

PTA Annual General Meeting (AGM)

I hereby give notice of the AGM of St Wilfrids Primary School PTA, to be held on Wednesday 20th January at 8pm via zoom (details to follow).

The PTA plays a vital part in the school community and all the parents, as members of the PTA, you are invited to support the AGM. This is your chance to hear and see how the funds you have helped to raise have been used for the benefit of the children at our school.

The AGM is also an opportunity for to elect the PTA Committee, to represent the association throughout the next academic year. Nominations should be sent in advance of the AGM, for existing members willing to stand for re-election and for anyone wishing to stand as an officer for the time.

If you would like any further information about what is involved in being a Committee member please speak to myself Vanessa Nivision or any other committee member. As our PTA is a registered charity all committee members automatically become Trustees of the Charity. Before submitting your form you may want to read the Charity Commission publication 'The Essential Trustee – What you need to know'. A copy of the booklet can be found on the website www.charity-commission.go.uk.

Please return the slips below as soon as possible or by Friday 15th January 2021.

I look forward to seeing you on Wednesday 20th January.

Regards

Vanessa Nivision and Claire Leatherbarrow

Joint PTA Chair

NOMINATION FOR OFFICER/MEMBER OF THE PTA COMMITTEE

Nominee:..... Tel number:.....

For position of: Chair/Secretary/Treasurer

Proposer..... Seconder:.....

I agree to my nomination for the position of.....

Signed..... Date.....