

Notice of PTFA AGM

Hill View Primary – Parent Teacher & Friends Association

Registered charity number: 800662

Dated: 02nd July 2024

Dear Parents/Carers,

PTFA Annual General Meeting (AGM)

We would like to give you notice of the AGM of Hill View Primary PTFA, to be held on Tuesday 24th September 2023. The meeting will start at 7:30pm and last for approximately 30 minutes. The meeting will be held at The Crown pub.

Please find attached to this email a job description for each of the roles.

The PTFA plays a vital part in the school community and all parents, as members of the PTFA, 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 you to elect the PTFA Committee, who represent the association throughout the forthcoming year. Nominations should be sent in advance of the AGM for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time.

Existing committee members wishing to stand for re-election do not have to be nominated again but should inform the PTFA of their intention to stay in their role.

If you'd like further information about being a committee member, please speak to Rachel Herring (Chair).

We look forward to seeing you on the 24th September.

Kind Regards,

Rachel Herring and the PTFA Team.