

**Bickleigh Down C of E School
Parents & Friends Association**

Date: 3rd July 2024

Dear Parents and Carers,

Parents & Friends Association Bickleigh Down C of E Annual General Meeting (AGM)

We would like to give notice of the AGM of the Parents & Friends Association of Bickleigh Down C of E School to be held on 19th July 2024. The meeting will start at 8pm at the Lopes Arms, Roborough Village.

The PFA plays a vital part in the school community and all parents, as members of the PFA, 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 pupils at our school.

The AGM is also an opportunity for you to elect the PTA 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 PTA of their intention to stay in their role.

The current incumbent of the Treasurer position, Beth Short, is resigning from the post this year so we are in need of a nominee. Full hand over of the role will be given; if you are interested but would like more information please contact the PFA on the email below with your contact details and Beth will arrange a time suitable to have a discussion.

If you would like any further information about being a Committee Member, please email bickleighdownpfa@yahoo.com.

Should you wish to nominate, please return the slip below as soon as possible, or by Thursday 18th July 2024 at the latest to the school office.

Alternatively, if you wish to join the PFA as a volunteer (non-committee member) please email bickleighdownpfa@yahoo.com and we will add your contact details to the PFA Whatsapp/email distribution

Kind Regards,
Hannah - Chairperson

NOMINATION FOR OFFICER/MEMBER OF THE PFA COMMITTEE

Nominee

For position of: Chair/Secretary/Treasurer/Other Officer/Ordinary Committee Member [Circle one]

I (nominee name) agree to my nomination for the position of

Signed Date

A vote for the election of any nominees will be done during the AGM and announced accordingly