**Nightingale Primary School Parent Teacher Association**

**Registered Charity No: 1061850**

**Annual General Meeting (AGM)**

**Tuesday 17th January 8.00pm, Nightingale Primary**

**Agenda**

1. Chair's Report for 2022
2. Treasurer's Report for the year ending 31/08/22
3. Appointment of an Independent Examiner of Accounts for the year ending 31/08/22
4. Resignation of Committee
5. Election of Officers and Trustees of the Committee
    - Chair
    - Treasurer
    - Secretary
    - Ordinary Committee Members (at least 3 positions)
6. Planned events and activities for 2023
    - Sponsored Spring Event
    - Bake Sales
    - Summer Fete
    - Quiz Night
    - Winter Fair
    - Other event suggestions
7. PTA funding requests received
8. AOB

# Nightingale Primary School Parent Teacher Association

## Registered Charity No: 1061850

## Notice of Annual General Meeting (AGM)

## Tuesday 17th January 2023, 8.00pm at Nightingale Primary

## It's your chance to shape the PTA this year!

All parents and carers of children at Nightingale Primary School are invited to the PTA Nightingale AGM on Tuesday 17th January at 8.00pm.

The PTA AGM is a chance for you to find out what is being planned for the year ahead, help to shape our fundraising priorities and find out how you can get involved. The AGM is also an opportunity for you to elect the PTA Committee who will represent the PTA throughout the next 12 months, and we welcome nominations for the following positions:

- Chair
- Treasurer
- Secretary
- Ordinary Committee Members

If you would like to find out more information on what is involved please send any questions you have to ptanightingale@gmail.com.

If you wish to stand for a Committee role then:

1. Find another Nightingale parent or carer to be your Proposer
2. Find another Nightingale parent or carer to be your Seconder
3. Ask your Proposer to email ptanightingale@gmail.com nominating you for a Committee role cc'ing you and your Seconder in.
4. Ask your Seconder to reply to all confirming their support for your nomination.

**Nominations should be received by 9.00am on Friday 13th January 2023.**

Even if you cannot commit to a regular role, please join us at the AGM so that you can find out more about other ways you can be involved, including helping to plan and deliver our events and in developing new fundraising ideas. We need parents to support us otherwise the PTA cannot function.

Thank you in advance for your support

Your PTA Committee.