

Dear Parents,

**WE NEED YOUR SUPPORT!**

The PTA Annual General Meeting is planned for Friday 24th November 2023 at 8.45am in the school hall.

We anticipate that the meeting will take no longer than 20 minutes and we can.

promise you friendly faces and a nice cuppa! Please see below for the agenda for this meeting.

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

The AGM is also an opportunity for you to elect the PTA committee to represent the association throughout the forthcoming academic year.

The executive committee consists of Chair, Vice-Chair, Secretary and Treasurer which all sounds rather formal; in reality, whilst we do co-ordinate the PTA on a day to day basis and work very hard doing this, we work as a very happy team and couldn't achieve what we do without the help of everyone involved in the school and wider community.

If you would like to stand for one of the positions in the committee listed above, please contact the office as soon as possible or email [stmaryscoltonpta@gmail.com](mailto:stmaryscoltonpta@gmail.com)

Existing committee members are also able to stand for re-election.

If you would like any further information about what is involved in being a committee member or have any questions on what we do as part of an organisation, please feel free to speak to Amy on 07584841522 or email [stmaryscoltonpta@gmail.com](mailto:stmaryscoltonpta@gmail.com)

We really do hope that you are able to join us at the AGM, if you are new to St Mary's or have just never attended our PTA/ AGM meetings before, you are assured a very warm welcome.

Many thanks,

St. Mary's PTA

**St Mary's PTA AGM Friday 24th November 2023 8.45am**

- Welcome everyone
- Apologies
- Minutes of the AGM held on Friday 25th November 2022
- Matters arising from the Minutes
- Chair's report November 2022 – November 2023
- Treasurer's report for the year ending 24h November 2023
- Election of officers of executive committee: Chair, Vice Chair, Secretary, Treasurer
- AOB
- End of meeting