

Chesham Bois CE Combined School PTA

128 Bois Lane
Chesham Bois
Amersham
Bucks
HP6 6DE

Dear All

13th September 2011

Annual General Meeting (AGM) - IMPORTANT PLEASE READ

The PTA is holding its Annual General Meeting (AGM) at Chesham Bois CE School on Thursday 29th September 2011 starting at 7.00pm. Cheese and wine will be provided alongside tea and coffee.

The PTA is a charitable organisation which every parent and teacher associated with Chesham Bois CE is automatically a member. The PTA is a great way to help our School raise funds and meet other parents. Last year we raised just over **£12,000** – a fabulous effort! Projects for the coming year include playground markings and woodchips to enhance the woodland area.

At the AGM the accounts for the PTA will be approved and Committee members and Officers (Chairperson, Treasurer and Secretary) elected. This year we are looking for a new Secretary - Claudia Stevens has occupied this role for the last year and is now stepping down due to her many other commitments. **Please be aware that without a Secretary the PTA will not be able to continue** so the School risks losing valuable funds as well as the many fun social activities that are run by the PTA.

We are very keen to encourage new members to join the Committee. We are always happy to explore and hear fresh ideas whilst an extra pairs of hands is very welcomed! There are usually 3 meetings per term. Alternatively you can become a PTA helper, helping at events.

If you wish to continue or to become a Member of the Committee or a PTA helper please complete the form below and return it to the PTA letter box (near the gate to the playground) by Friday 23rd September (this includes both new and existing Committee members). If you also wish to be considered for the Secretary, Chairperson or Treasurer roles please complete as appropriate. Please note you do not need to be present at the AGM for your nomination to be considered but we do hope you will be able to attend.

Yours sincerely, Louise Sjorgren Taylor, Chair of PTA

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*(Please complete and return to the PTA letter box **by no later than Friday 23rd Sept 2011**)*

PTA Committee Election Form (please return to School Office)

- 1) I wish to be nominated as a member of the PTA Committee subject to election at the AGM (this is simply a show of hands at the meeting).
- 2) I also wish to be considered for the role of:
 - Chairperson
 - Secretary
 - Treasurer
 - PTA Website co-ordinator

Name:		
Child(ren)'s class		
Signature:		
Contact details		
Home tel:	Mobile	Email

Registered charity no. 291486

Office use only – Nominated by:

