



Shaftesbury Abbey CE VA Primary School PTFA

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Registered Charity Number:- 1062348



10th September 2020

Dear Parents, Carers, Staff and Friends

Virtual PTFA Annual General Meeting (AGM)

We hereby give notice of the AGM of the Shaftesbury Abbey CE VA Primary School PTFA. Due to Covid-19 this will be held virtually via Zoom on Thursday 1st October 2020 at 8pm. We anticipate that the AGM should last approximately 30 minutes.

<https://us04web.zoom.us/j/77056218394?pwd=dFUwbjd3MlEyeHNKVVYzbXVvME4yZz09>

Meeting ID: 770 5621 8394

Passcode: PTFA

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, to represent the association throughout the forthcoming academic year.

Nominations should be sent in advance of the AGM, for existing committee members willing to stand for re-election and for anyone wishing to stand as a Committee Member, for the first time. Please complete the online form to submit your nominations.

If you would like any further information about what is involved in being a Committee Member, please speak to our current Chair Sarah Adams.

As our PTFA is a registered charity, all committee members automatically become Trustees of the Charity. Before submitting your nomination form, please read the Charity Commission publication 'The Essential Trustee – What you need to know'. Please drop us an email for a copy.

Please kindly RSVP as soon as possible, or by Monday 28th September 2020 by completing the online form.

We look forward to seeing you on the 1st October 2020.

Regards

Chair