

PLAISTOW AND KIRDFORD SCHOOL

Plaistow and Kirdford School Association (PAKSA)

Registered Charity No. 1092804

15 July

2022

Dear Parents and Carers

PAKSA Annual General Meeting (AGM) with drinks and nibbles

We would like to give notice of the AGM of Plaistow and Kirdford School Association, to be held on Tuesday 27th September 2022. The evening will start at 6pm with the PAKSA Annual General Meeting, followed by drinks and nibbles in the school hall.

PAKSA plays a vital part in the school community and all parents, as members of the PAKSA, 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/students 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 should inform the PAKSA of their intention to stay in their role.

If you would like any further information about being a Committee Member, please speak to Alison Griggs or email paksa@plaistowkirdford.com. PAKSA 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 (CC3)*'. A copy of the booklet can be found on the Charity Commission website.

Please return the slips below as soon as possible, or by 16th September 2022 at the latest to the school office or email paksa@plaistowkirdford.com.

We look forward to seeing you on 27th September.

Kind Regards,

Alison Griggs

PAKSA Chairperson

I/We shall/shall not be attending the AGM Evening on Tuesday 27th September

Signed

Print Name

NOMINATION FOR OFFICER/MEMBER OF THE PAKSA COMMITTEE

Nominee

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

Nominated by.....

Seconded by

[Please sign and print name]

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

Signed

Date