

**Landulph Primary School
Parent Teacher Association
Registered Charity No. 1100625**

Dear Parents

Date: 4th October 2017

The PTA Annual General Meeting (AGM) 2017

I hereby give notice of the AGM of the Landulph Primary School PTA, to be held on Monday 30th October, at the Shadow Centre Saltash PL12 6DJ starting at 7.30pm. We will hold the PTA Annual General Meeting, followed by the chance to chat to other parents over tea, coffee and cake. We anticipate that the AGM should last approximately 20 minutes.

The PTA plays a vital part in the school community and all parents, as members of the PTA, 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.

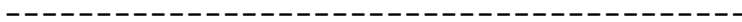
The AGM is also an opportunity for you to elect the PTA Committee, to represent the association throughout the forthcoming academic year. Nominations should be sent in advance of the AGM, for existing committee members willing to stand for re-election and for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time.

If you would like any further information about what is involved in being a Committee Member, please speak to any member of the PTA. As our PTA 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'.

If you wish to stand as a member of the PTA, please return the slip below as soon as possible, to the PTA post box outside Marie's office in school.

We look forward to seeing you at 19.30 on Monday 30th October.

Regards
Sarah Lavis
Chair



NOMINATION FOR MEMBER OF THE PTA COMMITTEE

Nominee

For position of: Chair/Secretary/Treasurer/Other Officer/Ordinary Committee Member [please circle]