



Friends of Halsford Park School

Halsford Park Primary School
Manor Road
East Grinstead
West Sussex
RH19 1LR

01 October 2024

Dear Parents and Carers,

Notice of AGM 2024

The Friends of Halsford Park (the PTA) would like to invite you to join its Annual General Meeting (AGM) on **Wednesday 23 October at 8.10pm**.

The AGM will be held in person AND online simultaneously, and should only last about 30 minutes. The meeting will be at the Dorset Arms (upper room), 58 High Street, RH19 3DE. To join online, please log in to: <https://spaces.avayacloud.com/spaces/invites/66fb0e92ce0fa364f29747f5/meet> - Passcode: 123456.

The FoHP (the PTA) is a friendly group of parent and teacher volunteers, who fundraise and organise events to benefit and enrich the school life of the children of Halsford Park.

By joining the AGM, you will have the opportunity to find out what the PTA has achieved in the last year, our plans for the academic year ahead, and to formally elect our PTA Committee Members for 2024/25.

The good news is we have a small number of amazing Committee Members who will be staying on for the 2024/25 academic year, but we'd love to have more people join the team - this is definitely a case of "the more, the merrier!" Please note, without more Members, we will have to significantly scale down our fundraising this school year compared to last, which would be a shame.

As a parent or friend of our school community, you automatically qualify as a member of our organisation, and can stand for election onto our committee if you wish. The Committee meets formally once every half term (usually online), and informally at other times to plan and deliver events and activities.

The attached nomination form shows the roles available. Nominations should be sent in advance of the AGM - completed forms can be emailed to halsford.pta@gmail.com, or delivered to the School Office, FAO: PTA by Monday 21 October.

We do need to find a new Chair for this year (which is not as daunting a role as it sounds, just needs someone a bit organised!) and also we'd love to hear from you if you're interested in a Co-Chair or Vice-Treasurer role. If you would like any further information about what is involved in being a Committee Member, or are interested in any of the roles mentioned, please contact us using the details below.

Yours faithfully,

The Friends of Halsford Park

Chair: Lou Roach - Secretary: Tudor Fenwick - Treasurer: Dele Doyle

Registered Charity Number: 1103845 - email: halsford.pta@gmail.com - facebook: Friends of Halsford Park
website: www.pta-events.co.uk/friendsofhalsfordpark - twitter and Instagram: [halsfordfriends](https://www.instagram.com/halsfordfriends)

Friends of Halsford Park School

Nomination for Friends of Halsford Park School PTA Committee 2023/24

I, _____, wish to stand for election for the following:

As FoHP is a registered charity, please note that Officers automatically become Trustees of the Charity.

Officer / Trustee Roles: ☐ Chairperson
☐ Co-Chair
☐ Secretary
☐ Treasurer

Committee Member Role: ☐ Vice-Chair
☐ Vice-Treasurer
☐ General Committee Member

I have a particular interest(s) in: ☐ Year Representative for Year(s) _____
☐ Fundraising/Grants
☐ Second-hand Uniform
☐ Tuck Shop
☐ Raffle
☐ Sponsorship
☐ Designer
☐ Social Media
☐ Other: _____

Proposed by: _____
(please sign and print name)

Seconded by: _____
(please sign and print name)

My contact details are as follows:

Email: _____

Mobile: _____

Child(ren)'s name / year group: _____

Signed: _____

Date: _____

Please return your completed form to ***halsford.pta@gmail.com***
or deliver **FAO: PTA** to the School Office, ideally by Monday 21 October 2024.