



FRIENDS OF WHITBY HEATH SCHOOL

Wyedale, Whitby, Ellesmere Port, Cheshire, CH65 6RJ.

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Registered Charity Number: **1103760**

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25th October 2024

Dear Parents/Carers

FOWH Annual General Meeting (AGM)

We would like to give notice of the AGM of the Friends of Whitby Heath, to be held on Thursday 14th November 2024. The meeting will start at 3:30pm in the school hall.

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/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 a Committee Member, for the first time. Existing committee members wishing to stand for re-election do not have to be nominated again but should inform the PTA of their intention to stay in their role.

Our current Treasurer is stepping down, if you are reliable, organised and good with numbers please get in touch, moreover if you would like any further information about being a Committee Member, please email and we will get back to you. 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 (CC3)'. A copy of the booklet can be found on the Charity Commission website.

Please submit the attached slip as soon as possible, or by Wednesday 13th November 2024 at the latest to the email address friendsofwhitbyheath@yahoo.co.uk

We look forward to seeing you on the 14th November 2024.

Kind Regards,

[E. Scorer / Chair]