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April 2024

FOSS Annual General Meeting

Dear Parents/Carers

We would like to give notice of the AGM of Friends of Saltergate Schools (FOSS), to be held on Tuesday 7th May at 7pm in the school junior hall.

FOSS aims to play a vital part in the school community and all parents/carers, as members of FOSS, 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 FOSS 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 do not have to be nominated again but should inform the PTA of their intention to stay in their role.

If you would like any further information about being a Committee Member, please email foss@saltergateschools.co.uk. As FOSS 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 Tuesday 30th May at the latest to the FOSS post box at the school entrance or email the foss@saltergateschools.co.uk

We look forward to seeing you on 7th May.

FOSS

I/We shall/shall not be attending the AGM Evening on Tuesday 7th May 2024

Signed Print Name

NOMINATION FOR OFFICER/MEMBER OF THE FOSS COMMITTEE

Nominee

For position of: Chair/Secretary/Treasurer/Vice chair/Ordinary Committee Member [Circle one]

Nominated by Seconded by
[Please sign and print name] [Please sign and print name]

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

Signed

Date