



3rd November 2022

Dear Parents, Staff & Friends,

### **Avanti Fields PTFA AGM**

Building partnerships with parents is very important to Avanti Fields School and plays a significant role in its growth and success.

Since forming, the PTFA has played a valuable part in supporting Avanti Fields, not only with many fundraising efforts for the school and for various charities under our name, but also in assisting with Open Days, Parent Evenings and representing the school at other events.

Our financial support has paid for a number of items for the school. In the last academic year we have transferred more than £7,500 for various projects for the benefit of our pupils.

Events we have organised to bring the school community together and for the benefit of our pupils include – Hanuman Chalisa, Navratri, Well-being Mela, Bake sales, Ratha Yatra stall, and Easter & Xmas Raffles. We hope to continue with these and more in the current academic year.

In order to comply with the PTFA's constitution, we will be holding an AGM in December.

We are thankful to the small team of dedicated parents that have volunteered their time and effort for the PTFA thus far.

**In order for the PTFA to continue and flourish, we are in need of a much bigger team that represents all year groups in the school, including our new Primary phase.**

The key roles of Chair, Vice Chair, Treasurer, Secretary and Trustees will be elected/re-elected at the AGM along with other committee posts. In addition to this we hope to increase the team of members who will assist on an ad hoc basis. All help is welcome no matter how much or how little time you are able to give.

It's also an opportunity to hear about the PTFA's activities and achievements, as well as ask any questions about our organisation and operation.

You are all invited to the PTFA AGM to be held at the school on **Sunday 11<sup>th</sup> December 2022 at 3pm.**

Requests to attend the meeting or to nominate yourself should be emailed in advance of the AGM. For anyone wishing to stand as a Committee Member or if you wish to discuss the roles further before committing, email your contact details to [avantifieldsptfa@gmail.com](mailto:avantifieldsptfa@gmail.com). Please note deadline for nominations is Thursday 8<sup>th</sup> December.

Attached is the agenda for the AGM. We hope you will all consider getting involved so that the PTFA can continue to support the school effectively.

Kind Regards

Mayur Patel  
Chair  
Avanti Fields PTFA  
Reg Charity No. 1183148

**Avanti Fields**  
**Parent Teacher Friends Association (PTFA)**  
**Registered Charity No. 1183148**

**ANNUAL GENERAL MEETING**

**11<sup>th</sup> December 2022**

**To be held at Avanti Fields School, Hamilton at 3:00pm**

**Agenda**

No	Agenda Item	Lead
1	Welcome	Mayur
2	Apologies for Absence	Mayur
3	Approval of minutes of the AGM held on 3rd December 2021	All
4	Matters arising from the minutes	All
5	Chair's Report 2022	Mayur
6	Treasurer's Report 2022	Bhavna
7	Election of Officers and Trustees of the Committee <ul style="list-style-type: none"><li>• Chair</li><li>• Vice Chair</li><li>• Secretary</li><li>• Treasurer</li><li>• Additional Committee Post</li><li>• Ordinary Committee Members</li></ul>	
8	Future events	All
9	Any other business (as applicable)	All

Please email your request to attend meeting and nomination for a committee role (if desired) to [avantifieldsptfa@gmail.com](mailto:avantifieldsptfa@gmail.com).

Deadline for nominations is Thursday 8<sup>th</sup> December.