

30<sup>th</sup> June 2023

Dear Parents/Carers

We hereby give notice to call an Annual General Meeting (AGM) on Wednesday 12<sup>th</sup> July 2023 at 9am at Notley Green Primary School.

The purpose of this AGM is to vote in the new Committee to move the charity forward over the 2023/2024 school year, hopefully raise lots more money for the school and create lasting memories for our school community.

The committee roles for the 2023/2024 school year being voted in are as follows:

- Chair
- Treasurer
- Secretary
- Plus Ordinary Committee Members.

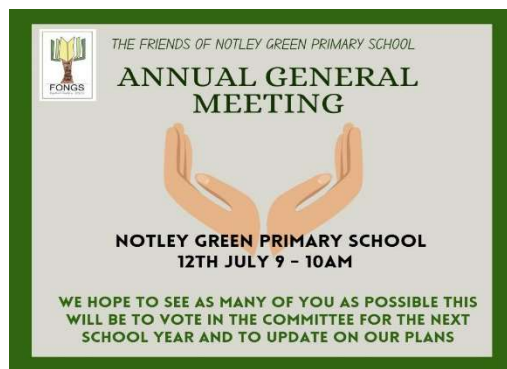
If you wish to stand for one of these roles, please complete the attached Nomination form and return to the school office, marked for my attention or via email to [fongscontact@gmail.com](mailto:fongscontact@gmail.com) by Monday 10<sup>th</sup> July 2023.

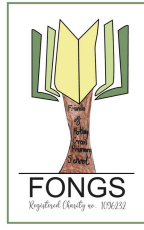
Further details of these roles are attached, but if you require any further information please contact me at [fongscontact@gmail.com](mailto:fongscontact@gmail.com) and/or have a chat with any member of the current Committee in the playground.

We also welcome as many volunteers as possible - even if it's just an hour of your time at one event, all help makes a huge difference.

Yours faithfully

Joanne Ross  
Secretary for the Friends of Notley Green.





**Friends of Notley Green Primary School**  
**Annual General Meeting (AGM)**

**Wednesday 12<sup>th</sup> July 2023, 9am at Notley Green Primary School**

Election of Officers and Trustees of the Committee:

<b>CHAIR</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>SECRETARY</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>TREASURER</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>VICE CHAIR</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>ORDINARY MEMBERS</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>ORDINARY MEMBERS</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>ORDINARY MEMBERS</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>ORDINARY MEMBERS</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>ORDINARY MEMBERS</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	

<b>ORDINARY MEMBERS</b>	
Standing:	
Nominated by:	
Seconded by:	
Accepted:	