



## **Parents at Ladygrove School (PALS)**

### **Annual General Meeting (AGM) and Committee Meeting Agenda**

**27 September 2017 at 7:00pm in the School staff room**

#### **Part One – AGM**

1. Welcome and introductions
2. Apologies for absence
3. Aims and objectives of PALS
4. Minutes and matters arising from 2016 Annual General Meeting held on 12 October 2016
5. Annual report for 2016/17
6. Treasurer's report for the year ending 31 August 2017 including appraisal from Independent Examiner of Accounts
7. Appointment of an Independent Examiner of Accounts for the year ending 31 August 2018
8. Election of Officers and Trustees of the Committee
  - a. Chair person
  - b. Treasurer
  - c. Secretary
  - d. Other officers
9. Review of mission statement
10. Review of class reps for the next academic year

## Part two – Committee Meeting

11. Minutes and actions from last meeting on 27 June 2017
12. Timetable of fundraising and events planned for 2017/18
  - a. Update on Pamper and Pudding evening
  - b. Formation of project group to organise Christmas Craft Fayre
  - c. Christmas books from Santa
  - d. Formation of project group to organise new January event in school
13. Date of next meeting in January 2018
14. Any other business

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### **PALS Mission Statement:**

*“Parents at Ladygrove School (PALS) PTA is dedicated to enriching and supporting the lives of children by providing resources, communication and encouraging involvement in the school and community.”*

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### PALS Fundraising and event calendar 2017/18\*:

<b>Event or fundraising activity</b>	<b>Date</b>
Bag2school collection day	Wednesday 27 <sup>th</sup> September 2017 (bags to be dropped by end of day Tuesday 26 <sup>th</sup> )
Annual General Meeting	Wednesday 27 <sup>th</sup> September 2017, 7:00pm
Pamper and Pudding evening (adults only)	Friday 10 <sup>th</sup> November
Christmas Craft Fayre	Saturday 25 <sup>th</sup> November
January event for parents and children in school – possible suggestions science fair or art exhibition	3 <sup>rd</sup> week in January 2018
Quiz night (adults only)	February 2018
Easter Hunt	TBC
Spring clean up	TBC
School disco	TBC
Summer Fete	TBC
Bag2school collection	TBC

\*Events will only go ahead if there are enough volunteers to organise and run them.  
New event ideas always welcome!