

**Purbook Infant School  
Parent Teacher and Friends Association  
Registered Charity No. 1037929**

**ANNUAL GENERAL MEETING**

**Thursday September 26<sup>th</sup> 2024**

**To be held in the School Library 4 – 4.30pm**

**AGENDA**

**Ordinary Business**

- 1] Apologies for absence
- 2] Election of Officers and Trustees of the Committee

Chair  
Secretary  
Treasurer  
Other Officer(s)  
Ordinary Committee members

- 3] Chair's Report for 2023/2024
- 4] Treasurer's Report for the year ending 29/08/2024

**Special Business**

- 5] Adoption of New Parent Kind Constitution

**Any Other Business**

- 6] Upcoming Events
  - 29<sup>th</sup> Nov – Christmas market day (children)
  - 4<sup>th</sup> Dec - Wreath Making Workshop (adults only)
  - 13<sup>th</sup> Dec – Christmas Fayre
- 7] Gazebo Purchase
- 8] Storage Container
- 9] Advent Calendars
- 10] Dates for next full PTFA meetings (subject to change):  
Thursday 16<sup>th</sup> January 2025  
Thursday 15<sup>th</sup> May 2025