Mundesley Infant and Junior School Parent, Teacher & Friend Association **Friday 4th September 2026**
Registered Charity No. 1185268

Dear Parents, Carers, Friends and Staff,

We would like to invite you to the **Annual General Meeting (AGM) of the Friends of Mundesley Infant and Junior School**, which will be held on **Friday 9th October 2026 at 3:30pm**. The AGM will begin at 3:30pm and refreshments will be provided. Our PTFA plays an important role in supporting the school community, and all parents and carers are automatically members and are warmly invited to attend.

The AGM is an opportunity to find out more about the work of the PTFA, help shape its future and support the election of the committee for the year ahead. There will also be an opportunity for members to stand for election as an **Officer or Ordinary Committee Member**. Anyone wishing to stand for a committee position should complete the nomination section below and return it in advance of the AGM.

The meeting will also provide an opportunity to formally agree and adopt the PTFA constitution, which sets out how the association will operate. A copy of the current constitution is available on request. If you would like any further information about becoming a committee member, please speak to **Emma Howard**.

Please return the reply slip below to the school office **as soon as possible and no later than Tuesday 6th October**, or alternatively email the PTFA at **fomijs@yahoo.com**.

We hope that as many parents, carers, friends and staff as possible will be able to join us, and we look forward to seeing you on **Friday 9th October**.

Kind regards,
Emma Howard
Interim Chair

PTFA AGM – Friday 9th October 2026, 3:30pm

I/we will / will not attend the AGM. *(Please delete as appropriate)*

Name(s): _____

COMMITTEE NOMINATION

Nominee Name: _____

Position: Chair / Secretary / Treasurer / Other Officer / Ordinary Committee Member *(Please circle)*

Nominated by: _____ **Signature:** _____

Seconded by: _____ **Signature:** _____

Nominee's consent: I agree to be nominated for the position stated above.

Signature: _____