

**St Thomas More VC Academy  
Parent Teacher Association**

**ANNUAL GENERAL MEETING**

**6<sup>th</sup> July 2021 – To be held online at 9:30am**

**AGENDA**

**Ordinary Business**

- 1] Introduction  
*Aims and objectives of the PTA*
- 2] Group Type  
*PA/PTA/PTFA*
- 3] Constitution  
*Sets out rules and procedures by which committee members govern the association.  
NB. ParentKind offer a model constitution (attached).*
- 4] Election of Officers and Trustees of the Committee

Chair  
Secretary  
Treasurer  
Other Officer(s)  
Ordinary Committee members

*Note that according to the model constitution, twice the number of elected officers and committee members would need to be present at next year's AGM for it to be valid.*

- 5] Bank Account and Signatories  
*As a non-charity organisation (currently), the group's constitution and the minutes of this initial AGM would be mandatory for account opening at any financial institution.*
- 6] Social and Fundraising Events  
*Discussion on possible ideas for next term and beyond.*

**Any Other Business**

- 7] Other Business

**Date of Next Meeting**

- 8] Frequency of Committee Meetings and Date of Next Meeting