

**AGENDA**

**For The**

**Annual General Meeting**

**HCJS PTA
ST David’s Hall**

**Monday 12th September 2016, 7pm**

1. Apologies
2. Approval of minutes of the last Annual General Meeting
3. Matters arising from the minutes of the last AGM
4. Chair’s Report
5. Treasurer’s Report
6. Election of Representatives

a) Chair, Vice Chair, Treasurer and Secretary

b) Form Members

c) Staff Members

d) Auditor

1. Headmasters Report
2. Headmasters Questions (to be sent in advance of the AGM)
3. Any Other Business
4. Date of the new Committee’s next meeting