Hampton Primary School
Working Together, Achieving Together
Headteacher: Ms Y Nunn BA (Ed) Hons NPQH

Fitzgerald Avenue
Herne Bay
Kent
CT6 8NB

19th October 2026

Dear Parents and Carers

PTA Annual General Meeting (AGM)

I hereby give notice of the AGM of Hampton Primary School PTA (FHSA), to be held on Tuesday 17th November. This will commence at 2.30pm. We anticipate that the AGM should last approximately 30 minutes.

The PTA plays a vital role in the school community and all parents, as members of the PTA, are invited to support the AGM. This is your chance to hear and see how the funds you have helped to raise have been used for the benefit of the pupils at our school.

The AGM is also an opportunity for you to elect the PTA Committee who represent the association throughout the forthcoming academic year. Nominations should be sent in advance of the AGM for existing Committee Members willing to stand for re-election and for anyone wishing to stand as an Officer or Ordinary Committee Member for the first time.

The current committee is as follows; Mrs Nunn (President), Mrs Stephens (Vice-President), Carol Frost (Chair), Sue Gray (Treasurer), Vicki Armstrong (Secretary) plus other elected members.

If you would like any further information about what is involved in being a Committee Member, please contact Mrs Stephens by email vstephens@hampton.kent.sch.uk or speak to Carol in the PTA Kiosk. As our PTA is a registered charity, all committee members automatically become Trustees of the Charity. Before submitting your nomination form, please read the Charity Commission publication 'The Essential Trustee – "What you need to know" (www.gov.uk).

Please return the slip below (to the school office or the PTA Kiosk) as soon as possible, or by Friday 13th November 2026 at the latest.

Regards
Carol Frost (Chair)

I shall be attending the AGM on Tuesday 17th November @2.30pm (please print names of all those attending)

Signed ..... Print Name.....

NOMINATION FOR OFFICER/MEMBER OF THE FHSA COMMITTEE

Nominee .....

For position of: Chair/Vice-Chair/Secretary/Treasurer/Other Officer/Ordinary Committee Member [please mark one]

Proposer ..... Seconded .....
[Please sign and print name] [Please sign and print name]

I ..... agree to my nomination for the position of .....

Signed ..... Date .....