

Mill Chase Road, Bordon, Hampshire, GU35 0HA

**Email:** [adminoffice@hollywater.hants.sch.uk](mailto:adminoffice@hollywater.hants.sch.uk)

**Web:** [www.hollywaterschool.co.uk](http://www.hollywaterschool.co.uk)

**Tel:** 01420 474396

**Headteacher:** Ms Maria-Brigid Ryan



**Hollywater  
School**

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6th September 2023

**MacMillan Coffee Morning, incorporating the Friends of Hollywater School Annual General Meeting (AGM)**

Dear Parents, Staff and Governors,

We would like to give notice of the AGM of the Friends of Hollywater School (FoHS) to be held on Friday 29th September 2023. The AGM will form part of the schools Macmillan Coffee morning being held between 9.30am and 10.30am. Further details to follow on this from the school.

The FoHS plans to play a vital part in the school community and all parents, carers governors and staff, as members of the FoHS, are invited to support the AGM. This is your chance to hear about our plans for the coming year.

The AGM is also an opportunity for you to elect the FoHS Committee, who will represent the association throughout the forthcoming year. Nominations should be sent in advance of the AGM for anyone wishing to stand as an Officer or Ordinary Committee Member.

Our inaugural AGM will be taking place on Friday 29th September and the following start up Committee members will be standing for election.

Clare Hutchinson – Chair. (Mum to child in Blue Class)

Katherine Tanner-Tremaine - Secretary. (Mum to child in Green Class)

Sumi Olson – Fundraising Officer. (Mum to child in Blue Class)

Sarah Reekie – Committee Member. (Mum to child in Blue Class)

If you would like to stand for election as a committee member, we would be very happy to hear from you.

As you can see, we are quite Blue Class heavy, so volunteers from other classes would be especially welcome, as would anyone who has accountancy experience and is willing to act as treasurer.

The Committee meets on a regular basis, both during the day and in the evening (sometimes at the pub!).

The Committee will also be holding open meetings where any member can come along, find out what the Association is planning, share ideas and get involved.



**Hampshire  
County Council**

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If you would like any further information about being a Committee Member, please speak to Clare Hutchinson who can be contacted on the email address [ChairFOHS@hollywater.hants.sch.uk](mailto:ChairFOHS@hollywater.hants.sch.uk). As our FoHS will be applying to become a registered charity, all Committee members will 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 (CC3)'. A copy of the booklet can be found on the Charity Commission website.

Please return the slips below as soon as possible, or by Thursday 28th Sept at the latest, to the school office or email the FoHS email address [friends@hollywater.hants.sch.uk](mailto:friends@hollywater.hants.sch.uk).

We look forward to seeing you on 29th September.

Kind Regards,

Clare Hutchinson

Chair, Friends of Hollywater School

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I/We shall/shall not be attending the MacMillan Coffee Morning and AGM on Friday 29th September 2023

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

.....  
**NOMINATION FOR OFFICER/MEMBER OF THE FRIENDS OF HOLLYWATER COMMITTEE**

Nominee .....

For position of: Chair/Secretary/Treasurer/Other Officer/Ordinary Committee Member [Circle one]

Nominated by ..... Seconded by .....

I ..... (nominee name) agree to my nomination for the position of  
.....

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



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