



## **Bishops Prep and Pre-Prep Parents Association**

### **Notice of the 2025 Annual General Meeting of the Bishops Prep and Pre-Prep Parents Association and call for nominations for the election of committee members to the Bishops Prep and Pre-Prep Parents Association Executive Committee**

23 September 2025

The Bishops Prep and Pre-Prep Parents Association (the “PA”) are hereby giving notice of the intention to hold an Annual General Meeting (“AGM”) this year for the PA.

As such the AGM will assume the following format:

1. **Notice of AGM** – this serves as notice of the upcoming AGM.
2. **Call for nominations and election of PA Committee members** – this serves as a notice of a call for nominations.
  - a. Nominations for committee members must be received by 18h00 SAST on Friday 11<sup>th</sup> October 2025. All nominations to be emailed to Alison Cunnold at [acunnold@bishops.org.za](mailto:acunnold@bishops.org.za).
  - b. **Nominee information:** Please use form attached
  - c. Members are welcome to nominate themselves or others.
  - d. We will notify all nominated members and confirm availability.
3. **Chairman’s and Treasurer’s Reports**
  - a. These reports will be shared for review at the AGM on 21<sup>st</sup> October 2025. Any queries or comments are welcome, either electronically or telephonically.
  - b. Members will be given the opportunity to vote in favour or against the tabled reports in the Election Ballot mentioned below.
4. **The election** will be held on Tuesday 21<sup>st</sup> October 2025 at the AGM.

- a. An email with a ballot of all nominated members will be distributed to PA members on Tuesday 15<sup>th</sup> October 2025.
  - b. There will be six (6) positions available for election at the 2025 PA AGM. Some of the current elected PA members have made themselves available for re-election.
  - c. Each PA member will be entitled to vote for up to 6 members.
5. **Other motions:** Members are entitled to raise any other motions for consideration at the AGM. Such motions should be received by 18h00 SAST on Thursday 17<sup>th</sup> October 2025, by emailing the Chair at [sally@sallyd.biz](mailto:sally@sallyd.biz)
  6. **The AGM** will take place on Tuesday 21<sup>st</sup> October at 18h30 at the Jagger Hall, at which time the votes for Committee nominees, support for presented reports and other motions will be considered and collated.
  7. **Results of AGM and Election:** The Chair will communicate the results of the AGM and the election to members of the PA on Thursday 23<sup>rd</sup> October 2025 after the AGM electronically.
  8. **Quorum for AGM:** In line with the Constitution of the PA, a meeting is quorate with 20 members in attendance.
  9. All elected PA Committee members will be informed of their election and will be notified when the first meeting of the PA will be.

Should you have any questions or comments about this Notice, please contact Bruce at [sally@sallyd.biz](mailto:sally@sallyd.biz)

Sally Duncan  
Chair: Bishops Prep and Pre-Prep Parents Association  
23<sup>rd</sup> September 2025