



Minutes – Q3 PACT Meeting Tuesday 5th June 2018 at 7pm

Chair: Darshana Dookhy
Vice Chair: Helen Stevens
Secretary: Caroline Handley
Treasurer: Debbie Bowen
Attendees: Darshana Dookhy, Luke Price, Debbie Bowen, Helen Stevens, Sally Hall, Sarah Barry, Julie Walsham, Caroline Handley, Jassy Jagpal, Laura Lockyer

2. Apologies: None

3. Review Actions from Previous Minutes

- Photo taken of PACT members which will be included in promotional material
Action: Caroline to send photos to Luke for publication
- PACT Logo now in use on Facebook/Twitter pages and on barn dance flyers
- Darshana can source cheaper lanyards.
ACTION: Darshana to arrange lanyards for members
- Treasurer signatories to be transferred
Action: Sarah to resolve by next meeting
- 20 parents expressed an interest in joining PACT at recent intake evening
Action: Caroline to send email thanking them for interest and advising of future meeting dates, Facebook group etc.

4. Treasurer’s Report

A report was received from Debbie: -

Treasurer’s Report	
Balance June 2018 (same as May)	£2294.34

- School Finance team to look over balance sheet after July 13th 2018 cut off so that a signed copy can be provided for September AGM meeting
Action: Debbie to send over to Luke for School Finance Team after the Barn Dance

5. Update on Events 2018

5.1 Film Night

- 128 tickets were sold for the Film Night. Miss Kaur to email remainder who did not buy tickets to see if they require one. The lecture hall will only hold 167. As there are 230 new students for September, this may mean moving to performance theatre but Mrs May has said this is already booked but they could be moved.
ACTION: Darshana/Luke to chase Miss Kaur re email and check number of tickets sold
- Volunteers for Film Night Jassy, Julie, Sally, Debbie, Laura, Helen, Darshana
Action: Debbie to bring float for tickets bought on the night and a few copies of the register

5.2 Open Evening

- The second intake evening will be on Wednesday 11th July 2018 and volunteers need to arrive for 6.00pm. Volunteers Laura and Debbie 6.00pm – 7.30pm and Sally and Jassy 7.30pm – 8.30pm

5.3 Barn Dance

- This will be held on Friday 13th July 2018. Tickets confirmed as £3.00 with £5.00 extra for food which will be fish and chips
Action: Luke to print A5 flyers for next open evening. Darshana to send flyer to him.
- Discussion about the quality of the fish and chips at the Quiz Night
Action: Sarah to make further enquiries with another local chip shop for their price on mini fish and chips
- **Action All: Any raffle donations to be brought to the next meeting**
- **Action: Helen to check how many raffle books there are**
- **Action: Debbie to arrange table cloths, cutlery etc.**

6. Review Bid Entries

- Bid entries were agreed for tennis equipment for the PE Department and 2 cameras for the Photography Department.
- Queries were raised about the visualizers for the Art Department and History Department and the scientific calculators required by the Science Department.
Action: Luke to raise queries with the departments and report back to the next meeting

6.1 New Fundraising Ideas

- With the Quiz Nights being successful it was agreed another one would be held in the Autumn Term and two dates of either October 12th or 19th 2018 agreed
Action: Darshana waiting to hear back from Quiz master

- Suggestion made for a beer and skittles night. Sally made further enquiries into costs of this but still very expensive as we will need more than one lane
Action: This has been put on hold for now
- Possible pantomime to be held in October where refreshments could be sold
Action: Luke will let us know when dates finalised

8. Date of Next Meeting

- Tuesday 3rd July 2018 at 7pm

PACT Email pact@q3academy.org.uk