



Minutes – Q3 PACT Meeting Tuesday 2nd October 2018 at 7pm

Chair: Darshana Dookhy

Vice Chair: Nila O'Neil

Secretary: Caroline Handley

Treasurer: Debbie Bowen

Attendees: Darshana Dookhy, Luke Price, Helen Stevens, Sally Hall, Julie Walsham, Caroline Handley, Jassy Jagpal, Julia Nash, Diane Brookes, Jackie Brown, Laura Lockyer, Debbie Bowen

2. Apologies: Nila O'Neil, Sunita Gill, Darren Fisher,

3. Review Actions from Previous Minutes

- Darshana has ordered the lanyards and they will arrive shortly and be distributed for the Quiz Night. Members chose the colour of the insert for the lanyards out of a choice of 4. Option 4 was chosen.

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- Debbie apologised as she had not sorted out the cheque signatories but would do by next meeting
Action: Debbie to arrange cheque signatories
- Luke had not received the balance sheet back from School Finance Team yet
Action: Luke to bring the signed balance sheet to the next meeting
- Dates for the Pantomime have been published and will be discussed further in the meeting
- The school council have not been set up yet, Luke will approach them when set up
Action: Luke to ask the newly set up council if there is anything they would like help with

4. Treasurer's Report

A report was received from Debbie and there were no changes to be made since the last report.

Treasurer's Report	
Balance Sept 2017	£4,071.65
Money raised from Events	£1,845.62
Less Donations	£3,546.92
Balance October 2018	£2,370.35

5. Update on Events 2018

5.1 Quiz Night

- Three options of Fish and Chip Supplier discussed, agreed to go with Sunita's suggestion and they will deliver at 8.15pm
Action: Sunita to order the fish and chips
- Cutoff date for food orders is Wednesday 10th October and money to be received up front for this where possible.
- 10 tickets had been received from Perry Barr dog racing to be used as a prize for the winning team. Some raffle prizes have already been donated and others can be brought on the night
- 6 bottles of beer to be given to the Quiz Master as a thank you and free fish and chips for his wife for helping with the quiz.
Action: Darshana to purchase
- Sally and Julia agreed to mark the quiz sheets.

5.2 Macmillan Coffee Morning

- This went ahead successfully; homemade cakes were the best sellers and PACT requested to know the amount raised?
Action: Luke to find out the amount raised

5.3 Open Days

- Darshana thanked the members who attended the open mornings which they enjoyed and found worthwhile attending.

5.4 Reach for the Stars show

- Dates for this are 12th and 13th November and arrangements will be discussed at the next meeting. There is also a Christmas performance on the 6th December. Further details to follow

5.5 Parent Focus Groups

- PACT had been invited to attend two parent focus groups which were taking place in the Academy on 4th and 5th October to discuss mental health and wellbeing.

- Volunteers were Sally for Thursday 4th October at 12.30pm and Laura, Sunita and Caroline on Friday 5th October at 10.15am

6. Any Other Business

6.1 New fundraising ideas

Christmas Fayre

- New ideas suggested were a Christmas Fayre where stallholders were invited, charged for a table and the date suggested was Sunday 9th December.
Action: Luke to see if the date was available and report back to Darshana.
- Members to gauge interest with stallholders and text Julia with interested parties
Action: All
- There would be a charge for entry of 50p and adult, children would be free. Stallholders would be charged £7.00 a table and need to pay in advance
- Start time would be 10am to 12 noon with sellers able to arrive at 9.00 am
- Further details would be discussed at the next meeting

Year 7 Social Night

- Suggestion was made for a social night for the new Year 7's
- This would include traditional games, slice of pizza and a drink
- Sixth Formers would organise the games with PACT members sorting out the refreshments
- Charge would be £3.50 a ticket and the start time 5.00pm
- Date suggested of 22nd November
Action: Luke to check the date is available
- Volunteers were Diane, Sally and Julia

6.2 Meeting Days/Times

- After a discussion it was agreed to change the meeting day and time for PACT meetings to the first Monday of the month at 7.30pm. If this coincided with a bank holiday, then this would move to the following Monday.

7. Date of Next Meeting

- Monday 5th November at 7.30pm

PACT Email pact@q3academy.org.uk