



## Minutes – Q3 PACT Meeting Tuesday 2 April 2019 at 7pm

**Chair:** Darshana Dookhy

**Vice Chair/  
Minute Taker:** Sunita Gill and minute taker

**Secretary:** Caroline Handley

**Treasurer:** Debbie Bowen

**Attendees:** Luke Price, Darshana Dookhy, Debbie Bowen, Sunita Gill, Helen Stevens,

**2. Apologies:** Julia Nash, Diane Brookes, Sally Hall, Julie Walsham, Caroline Handley, Jackie Brown, Laura Lockyer, Jassy Jagpal.

### 3. Review Actions from Previous Minutes

- Discussion took place about insurance for PACT. Questions were raised about the benefits for the group.  
**Action: Caroline to confirm what benefits there are for joining Parentkind. Also to review the costs involved.**
- Tesco tokens  
**Action: C/F Luke to investigate. Caroline to investigate the application and bid process.**
- Cheque signatory's paperwork is still outstanding due to staff absence. Caroline provided her signed mandate to Debbie. Debbie reprinted the mandate forms for Mark, Luke and the Governor to sign.  
**Action: Luke to chase Mark to reissue mandate forms.**

The minutes were agreed and proposed by Debbie, seconded by Helen.

### 4. Treasurer's Report

A report was received from Debbie.

<b>Treasurer's Report</b>	
Balance 2 April 2019	£3,267.78
Profit from Refreshments sold at Hairspray event	£627.40
Less outgoings	£164.60 -
Total Profit	£462.80
Balance as at 2 April 2019	£3730.58

## 5. Update on Events 2019

### 5.1 New Intake Events:

- 30/4/19 4pm-9pm  
14/5/19 4pm-9pm  
10/7/19 New Intake Presentation

**Action: Volunteers are needed for all three nights.**

### 5.2 Quiz Night

- 7/6/19 Darshana confirmed that the quiz master was booked.  
**Action: Darshana to circulate flyer**
- Need to source fish & chips.
- Sunita confirmed that she will chase Raj to see whether or not he would reduce his charges. He charged 2.80 last year. He was stating that his charges had increased due to increase of prices to £3.20.  
**Action: Sunita to chase Raj to see if he will reduce prices.**

### 5.3 Film Night

- 24/6/19 Film must be 'U' classification.

### 5.4. Fundraising Idea 2019 - Board Games Night 19/9/19

- The school is providing board games and whoever is conducting that night need to ascertain what board games are available and to make sure everything is intact for the board games night to take place.  
**Action: Julie and Sally to check the above.**

## 6. Any Other Business

- Prom Night – 5/7/19 5.30pm-6.30pm set up. Prom starts 6.30pm-11pm.  
Is anyone interested in selling non-alcoholic drinks only on prom night?
- Apologies must be given at least 24 hours in advance if possible so that in the event of low attendance the meeting can be cancelled.

## 7. Date of Next Meeting

- **Tuesday 7 May 2019 at 7.00pm.**

**PACT Email** [pact@g3academy.org.uk](mailto:pact@g3academy.org.uk)