

Kent PACT

Steering Group Meeting Minutes Charity Number: 1194016

Date: 10th January 2022

Venue: Zoom

Attendees:

Alison White (Chair)

Fiona Handscombe (Vice Chair)

Clare Winwood (Secretary)

Sharon King

Vicky Evans (Operations Manager)

1. Welcome and Apologies:

BG and AR sent their apologies.

AW welcomed all to the meeting.

2. Minutes of last meeting:

All completed except:

Ollie and his Superpowers – Please see item 3.

Parent training for SEND staff – At the November Kent PACT SEND Improvement Board, mandatory training was discussed and there would be a training package with modules to be completed by KCC SEND staff. The training is run jointly with Kent PACT and the SEND Information Hub. There will be 5 pretend anonymous case studies which will be devised by KCC tech staff. They are presently being prepared and hope to be ready by 18th January in preparation for the next SEND Improvement Board meeting on 19th January.

Facebook Poll – The Facebook poll has yet to be completed. **VE to liaise with MW – the QA for the North to see if he can help with the poll.**

SK to send VE the breakdown of several EHCPs in each quadrant.

VE to give health clinics etc our leaflet.

3. Ollie and his Superpowers – The feedback was positive. The owners contract sales were up.

VE to get a quote for Kent PACT's AGM on 10th May 2022.

VE to celebrate our success with Ollie and his Superpowers.

4. Recruiting new trustees – The trustees were asked to consider people for the Trustee Board. Someone who may be a teacher or have or had another professional capacity.

VE to reach out to a mutual contact to see if they wish to join the Trustee Board.

5. AGM planning – **AW** told the meeting that the paperwork for the AGM would go out 1 week before via Mailchimp.

AW also ask for the following actions to be completed by the relevant people:

CW to check the charity trust paperwork to see when the next AGM needs to be by.

VE to liaise with RM re finances.

VE to check how soon accounts need to be audited.

CW to check to see if we need to send our accounts to the Charity Commission.

AW/VE to draft a report from the trustees to be then approved by the trustees and ask the LA for a report on their relationship with Kent PACT.

CW to check with the Charity Commission when the roles need re voting.

The meeting came up with the following ideas for the AGM:

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Family
Social Care
KAHT
Accessible travel leaflets – South-eastern etc.

6. AOB:

CW had someone come to her to raise an issue with physiotherapists but could not remember what it was.

CW to establish what the issue was with physiotherapists

The meeting discussed the membership form, and the following points were raised:

SK commented and the meeting discussed:

That Primary SEND could be optional.

What district or what area do you live?

What type of setting does your child attend? Mainstream or Specialist or other?

What key stage is child in?

The meeting discussed changing the last question to how did you hear about Kent PACT?

Amanda the West Quadrant Ambassador has secured £540 of funding from Reconnect to be used to source a SALT and Amanda will co- host parent coffee mornings with an early year's focus.

VE to pass on thanks from the trustees.

PA update: Kent PACT have successfully recruited 3 Peer Associates and the Peer Associate lead is on hold.

VE to send an introduction for the Peer Associates.

Tracy the Quadrant Ambassador for the South is working with LDA Co – Ordinator's to recruit PA's.

Date of the next meeting: 21st February 2022 @ 7.45PM

Name of person filling in form: Clare Winwood (Secretary)

Summary (2 sentences) for NEWSLETTER/WEBSITE:

Another busy month for Kent PACT and exciting times ahead for the AGM.

Signed on behalf of Kent PACT Trustee Group

Name:

Position:.....

Date:.....