



**Minutes Open Meeting
Thursday 16th June 2016
@ NWL Durham 19:00**

- **Attendance**
 - See attachment to the rear
- **Welcome**
 - Peter Robertson opened the meeting and introduced Debbie Paton and Kirsty Lawrence to the group, as new members of the committee with responsibility for Membership and Publicity respectively.
 - New members Graeme Leighton, Alan Springhall and Ian Garrow were given the opportunity to introduce themselves.
- **Apologies**
 - Were received from Chris Mitchell and Mal Farley
- **Heidi Mottram video**
 - Our patron Heidi has recorded a short video thanking the group for its work, and this was played to the group.
- **Minutes from last meeting**
 - These were discussed and accepted as being a true record.
- **HELITE UK Airvest Ltd**
 - Peter Riley from HELITE gave an talk about the product, it's history and current positioning in the market place. Covering how it protects the rider in the event of accident, he concluded by "blowing up" a number of members. Many were impressed enough to place orders on the night. Thanks to Peter for making the journey from Leeds.
- **CIO Update**
 - Peter gave an update on the change to CIO status. All is progressing as planned, with the change to take place on the 1 July.
- **2016-2017 Business Plan**
 - Peter introduced the plan for the coming year.
 - Mike Briant asked about active rider/driver recruitment. Discussion ensued. Recruitment is always part of fundraising events and talks etc, but more something systematic may be possible. Ideas are welcomed. The intention is to engage with those not doing shifts to ascertain why not.
- **Finance/Fleet**
 - Richard announced that the income for the financial year has just gone over the £200k mark, with around £80k in the bank - in keeping with business plan point around sufficient vehicles etc, we will be looking to purchase another car capable of towing the exhibition trailer, easing demand for the current Yeti.
- **IT**
 - Mike announced that a new job recorder for the Hexham run will be forthcoming shortly, making entry of this regular job easier.
 - A way to record fundraising shifts is also being looked at.
- **Membership**
 - Debbie is going to contact those who have volunteered to ride/drive, but have not yet



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made it on to the respective registers, with details of the next steps they need to take.

- A database will be introduced which will allow members more control over the personal data we hold about that, easing the processes to update phone numbers/addresses etc
- **Rota**
 - Steve is looking to the introduction of a reward scheme for members doing shifts, in the form of badges highlighting numbers of shifts covered
 - Will be contacting those not doing shifts, trying to increase engagement.
- **Vice-Chair**
 - Barry highlighted the Members Photo shoot for the 26th June at the Sage
- **Publicity**
 - Kirsty highlighted that new leaflets are being produced and will be in circulation soon, and raised a plea for assistance.
- **Fundraising**
 - Graham explained that supermarkets are changing the way they do their support for charities, and that this means the opportunities for us there are decreasing – we can't book them in advance either, it's more a case of responding to a plea at sort notice.
- **Training**
 - Geoff gave his latest stats – 126 assessment rides to date, 94 assessment drives. 108 blue light trained, and 11 through the trailer assessment. 69 people have attended 4 slow riding training sessions.
 - Next blue light training to be on the 2 July.
- **AOB**
 - Ken Tait asked if Marmite (sorry, Bright Northumbria!) is to be sold with the impending arrival of the new FJR. Richard clarified that the new FJR is just bringing the fleet back to the level prior to the incidents earlier in the year, and that Marmite will be with us for a while yet.
 - John Vasey asked if we could have a large vinyl banner for outdoor events. It was agreed this was a good idea, and will be progressed.
 - Ken Tait asked about insurance while riding/driving for the charity. It was clarified that should an incident be deemed the rider/drivers fault, then the situation is no different to that in place if you were in your own vehicle.
 - Alan Johnson asked for the introduction of designated call signs for vehicles on duty. Debbie to consider options.
 - Colin Granton queried the need for the new Bob&Hexham job tracker for coordinators. It was explained that this brings them into line with other job types, and is to ease correlation and error correction from the riders logs. This is currently a very time consuming process each month.
 - Philippa Bromley said the recent loss of a box from bike on the Hexham run had been raised at a recent H&S meeting within the Northumbria Trust. She was able to inform the meeting that action had been taken, in the form of additional training and a video showing the correct process for use of the rack, and that the meeting was happy no



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further action was needed by the Trust (which also passed on its thanks for NBB's continued service).

- Philippa also passed on her own thanks to the committee for their work (thank you Philippa!).

Meeting Ended 21:15