



Minutes of Committee Meeting
Wednesday 05th July 2023 – 18.30 to 19.40.
Online via Teams.

Present:	Alan Johnson (AJ2) Alan Johnston (AJ) Mick Redpath (MR) Sean Storey (SS) Ria Burnett (RB)
Apologies for Absence:	Steve Tulloch (ST) Suzanne Hitchinson (SH) Kirsty Lawrence (KL) Jason Cooper (JC) Alan Kinghorn (AK) Tiger Taylor (TT) Stephen Winn (SW)

No	Item	Action required
1.	<p>Minutes of June Meeting.</p> <p>Proposed AJ2 Seconded AJ</p>	Agreed
2	<p><u>Action List.</u></p> <ul style="list-style-type: none"> ● Deferred for the next meeting. 	Next Meeting.
3	<p><u>Committee Updates.</u></p> <p><u>Treasurer.</u></p> <ul style="list-style-type: none"> ● Update received from ST forwarded to AJ. All accounts are in order, transactions reconciled through Xero accounts software. ● Year end accounts are in the process with accountants. ● Lloyds bank account set up. All documents are with ST for online set up. ● Michelin Tyres operate a discount scheme and NBB used to receive a credit note. This is now only available online. ST has contacted the company to enquire if we can claim back for the 25 tyres we have purchased this year. Cost was £3,866. This refund will amount to £375. ● Charitable account £18,578. BMM acc £147,028. Equals £1,158 balance for top ups. £1,790 allocated funds on cards. £2,948 total. Total funds £168,554. Income £3,262, £282 PayPal account. £15,000 NHS Trust Funding £18,496. Outgoings £32,364 total. Fleet £3,516. £23,585 fleet insurance. £3,249 fuel 	ST

BP + Allstar £1,085. VAT reclaim £89,133 to date,

Fleet

- Update from JC via AJ2.
- Some good news GSF Car Parts have agreed to supply free dealers parts for our cars and the event van, this includes filters, pads, discs . These parts can be ordered from their Newcastle branch for servicing by DMC garages. Parts for South vehicles will also be available to order in the same way and delivered to engineers. This is an amazing gesture to the charity and will save us a considerable amount of money. South Shields car has already benefitted from this. This has been facilitated by John the General Manager for DSF and Jim Robson from DMC. It is hoped that both companies will benefit from some publicity. AJ2 JC to speak to KL.

AJ2 JC KL

Publicity.

- Update by MR for KL.
- The Event Van is booked in next week to have the graphics completed. Sold out of 'Squidgy Blood Bikes. An attendee is required for the online NABB meeting this week (Sunday). MR will try to attend.

MR

ICT.

- Update from MR for AK.
- Work continues on the 'Switch Over' project which AK is Keen to have this completed. AK has also spoken to a local company in relation to a service they may be able to offer us. They are very experienced with a CMS back drop. This would maintain SLA and provide support and backup. The main issue with our current site is that it is not mobile friendly, support and security also runs out in January 2024. Issues continue from members relating to the job logger. We need a separate conversation to address this. OLRs system is old and outdated AK has a system to replace this and a further discussion is required. It may be that the proposal to reduce trustees listed as an agenda AGM item, it may not be necessary to have an ICT representative should we outsource, therefore this would sit with another committee member. AJ2 suggested that Mike Thompson be included in these discussions. MR also suggested Graeme Bowser.

AK

Agreed.

Training.

- Update from MR for SW.
- SW wishing to send out a survey to members to see what qualifications they have and what they would like to obtain in terms of advanced as this has not been previously recorded.
- 13 annual driver assessments offered however not arranged yet. There have been no initial driver assessments. Annual riders assessments 16 have been completed. 9 offered but not arranged as of yet. 2 of our Newcastle area rider assessors are on holiday in July some may become out of date if we

Agreed SW

SW

cannot make alternative arrangements.

Membership

- 44 on the list awaiting instruction. SH has forwarded to SW.

Hospital Liaison.

- SS in receipt of 150 NEAS Keys. A discussion followed about the 200+ keys currently in circulation and not being used, This potentially is a security risk for access to locations. It was agreed that the future cost for a key will be raised to £20 as this would be a realistic amount to reimburse if a member leaves.

Secretary.

- Nothing to report.

Rota.

- Update from RB.
- Shifts are not looking good this week short of controller's drivers and rider. NEAS Keys, there are 119 missing, are we able to cross reference as milestones on some entries show key issue and no names. MR suggested we RB ask AK if he is able to run a report. RB will attempt to address this issue first.

Vice Chair.

- Uniform review meeting took place which AJ2 AJ attended. Queries relating to quality of items that are supplied. Also clarified that the uniform policy is adhered too. People would like to see a uniform for specific roles this may be under body wear for riders. NABB cat 3 requirements and conflicts with our issue equipment, this would be an expensive costing to NBB. AJ looking at alternate options and we would need to look at financial support / funding. MR discussed air bag funding and when this runs out we may ask members to pay full price. AJ to write up notes. MR to speak to TT. New bike graphics almost done with graphics and rack ready to fit. Problems with members not completing DRB documentation correctly which requires chasing up

Chair.

- Update from MR.
- Coffee mornings to recommence. TT had suggested some dates for July at The Garage in Burhopefield. AJ confirmed that Bebside were agreeable to an August meet. Controller survey report prepared. Issues relating to additional support RB advised that COC numbers are in shift notices. Suggestions as to forums for recruitment, also students completing community work. Suggestion that first shift could potentially be on a weekend day shift. Agreed either a Sunday am or pm. Also suggestions that controllers complete a part shift with a driver. DBS checks would prevent access to hospitals. This would need agreement from the TRUST. Discussion followed reference supervision /

Agreed

TT AJ

AJ2 MR TT

SS
RB

	<p>escort from another volunteer. Hexham and BOB run is there any chance of remodelling this.</p> <p>Complaints.</p> <ul style="list-style-type: none">• None received.• Further item, refer to confidential minutes	
	<p>Major Events</p> <ul style="list-style-type: none">• Provisional date agreed for AGM (subject to venue confirmation. Fire Station HQ Washington Thursday September 21st at 19.00. AJ to contact Paul Curran.• Blood Bike Day August.	AJ
	<p>AOB</p> <p>Date and Time of Next Meeting Thursday 03rd August online via Teams. 18.30.</p>	

Chair / Vice Chair Print Name:

Date:.....