



Minutes of Committee Meeting
Tuesday 06th February 2023 Onlive via Teams. 18.30

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

No	Item	Action required
1.	<p>Minutes of January meeting: Proposed Seconded</p> <ul style="list-style-type: none"> The minutes could not be approved as AJ had sent them to MR & AJ2 via email as they needed to be sanitised prior to them being published. AJ2 to action this. 	AJ2
2	<p>Actions List</p> <p>AJ2 went through the action list:</p> <ul style="list-style-type: none"> Storage container and event equipment. Committee to review and approve for AJ2 to forward. JC collection of bikes prior to shift. JC awaiting list. Event vehicle to discuss as we progress. Milk run has been added to SLAC by RB 8 agreed. AJ2 to forward to Gary Tait for upload. RB added that Vicky from East Midlands is going to arrange a Zoom or Teams meeting for riders and drivers. This will be recorded for those who cannot attend. Complaints procedure with Gary Tait. AJ2 will follow up Uniform from open meeting 28 members have come forward AJ2 to arrange meeting. SW uses Durham University as a venue. JC asked if the volunteers were active. AJ2 said there was a mix. NEAS Keys RB has still got quite a few no replies. RB cross referencing milestones. Members survey has gone out. Events assistant role still to complete. 	MR AJ2 AJ2 AJ2 RB Closed
3	<p><u>Committee Updates.</u></p> <p><u>Training.</u></p> <ul style="list-style-type: none"> SW updated 1 person to complete shadow shift. Quite a few awaiting 	

qualifications to move forward. All up to date.

Rota.

- RB all good and continuing with NESAs audit. Rota looking good lately. Google Drive lists need to be updated as no updates since 2025 also Freeman location map is an old route. AJ2 asked AK if assistants could assist with this and possibly archive items. AK advised that generally speaking this could not happen. It would be best to do this individually in their own files.

Treasurer.

- ST provided an update on accounts.
- Everything is in order and reconciled. A fantastic month for donations.
- Current account £30,348 ST looking to transfer some funds to the savings account. £184,500.
- Total funds £216,615.
- £29,700 income. £7,600 expenditure. Notable donations £17,400 from a legacy. £5,000 from TT2. £1,000 from Brockbushes. £1700 spent on fuel. £4,800 fleet expenditure. Just over £1700 spent on tyres. £9,337 coming back VAT from June – December. Information received from Ribchesters is that we have had £89,133 in VAT returns since we started.
- ST in the process of opening a Lloyds business account.
- ST proposing a change of mandate to the HSBC account. RP has now been removed. ST AJ2 KL MR are currently on and ST requires signatures to documents.
- ST suggested that we have a lot of money and can we make charitable donations to worthy causes in the North East. KL did not feel that as a charitable organisation ourselves that we are unable to do this. SH commented that the money we have had been donated for NBB benefit and was unsure if we could. RB suggested that we could help other blood bike groups that were struggling. AK suggested that this might not go down well with people who have donated to us. AJ2 suggested that we wait until we have a full committee attendance to discuss.

ST

Defer

Membership

- SH updated we had quite an influx of applications in January. Email received from Morpeth mayor relating to a ball £45 per ticket and we have been offered a table for 10. AJ2 has this for an agenda item.

Secretary.

- All fine.

Publicity

- KL has launched the 360 Challenge today, quite a few people have signed up, this is to be trialled on a Sunday this year and will finish at a different point than the start.
- Komatsu photo shoot went well and a spokesperson advised that that they were thinking of setting up a motorcycle event and that a lot had signed up for GNR. They raised £19,00 for a previous charity. KL waiting for their publicity to come back to her in relation to press release. Komatsu also

<p>4</p>	<p>allowed attendees to have a go in their excavators in their training area.</p> <ul style="list-style-type: none"> • KL has completed some training courses that she sent out from Stockton Learning. • GNR going well, we still have 28 spaces to fill. The ballot closes in 2 weeks. • KL ordering leaflets for 360 which will include GNR on the reverse. • Easter Egg runs to add to calendar. • KL to add to SLAC as we have an opportunity to purchase stress balls in the shape of a blood bike. These are from another group who made a bulk order. KL proposed that we purchase 250 as they will be great for merchandise. • AJ2 asked if we were doing t shirts this year for the 360 KL confirmed that we are, there will be 100 on a first come first served basis. AJ asked if we could add Komatsu logo to the shirts and possibly order more. KL agreed to this. KL will speak to TT. <p><u>ICT</u></p> <ul style="list-style-type: none"> • AK updated. • Members survey March 1st was deadline with 107 completed so far. • Website, AK is in the process of deleting past members this should be completed in the next 2 to 3 weeks. • Social Media policy which wasn't on the members survey is now added to the policy agreement page. KL will send out an email for general agreement. • Shift Controller notices are going open for wider testing, this is with Paul Curran. This will also be open to riders and drivers (shift notices) <p><u>Fleet</u></p> <ul style="list-style-type: none"> • JC updated Egger is now back after repair and is requiring graphics, the camera system needs some attention and Chris Tolley will be assisting with this. The bike that was blown over is in for repair and parts are on back order. JC reported that 15 vehicles have had work done on them in the last month which reflects in ST update. <p><u>Vice Chair.</u></p> <ul style="list-style-type: none"> • AJ2 updated. • DBS check s going through. • Correction reference previous committee discussion and the event trailer. This is under the operating name Bede Food Bank. AJ2 & ST have completed the documentation reference transfer. They are over the moon. <p>Complaints</p> <ul style="list-style-type: none"> • None received. 	<p>Agreed</p> <p>KL TT</p> <p>KL</p>
----------	--	--------------------------------------

5	<p>Major Events</p> <ul style="list-style-type: none"> • 360 is live now. • GNR • 2 Easter Egg runs Durham and Northumbria. • Bebside Charity Weekend. • Blood Bike Day Friday 11th August. 	
6	<p>AOB</p> <ul style="list-style-type: none"> • As events trailer has now gone we need to move forward with a suitable van. Kit list needed for items that are to be transported. Looking at a low mileage van. ST to assist also with pricing. KL to speak to TT. KL discussed graphics and if we could have a similar wrapping like NEAS have on their vehicles. AJ2 advised we need to be conscious of weight. We would also need to discuss where the vehicle will be located. Preference also to have a canopy on the side. • GP runs have been looked at and we presently serve 9 surgeries. ST has checked and we have received no payments. AJ2 advised that SS confirmed that the request for this service came from NHS Trust. AJ2 to pull a document together. • NABB meeting Sunday 26th we need someone else with KL to attend. RB will attend. AJ2 to contact Ian Piper reference invitation. 	<p>AJ2 JC KL ST TT</p> <p>RM</p>

	<ul style="list-style-type: none"> • Mayors Ball invitation. NBB will fund the participants. AJ2 will organise a ballot and 2 committee to attend. • JC discussed rubbish left in vehicles after shift. AJ to send an email reminding drivers of this. 	AJ2 AJ
	<p>Date and Time of Next Meeting Tuesday 07th March 2023 19.00 Face to face AJ to arrange a venue.</p>	AJ
	Meeting closed 20.00	

Chair / Vice Chair Print Name:

Date:.....