



Minutes of Committee Meeting
Thursday 1st February 2024
Online via Teams.

Present:	Alan Johnston (AJ) Ria Burnett (RB) Jason Cooper (JC) Mick Redpath (MR) Rob Wilkes (RW)
Apologies:	Tiger Taylor (TT) Alan Johnson (AJ2) Alan Kinghorn (AK) Stephen Winn (SW) Sean Storey (SS) Lee Smith (LS) Kirsty Lawrence (KL)

No	Item	Action required
1.	<p>Minutes of October Meeting Proposed: Ria Burnett Seconded: Jason Cooper</p>	Agreed
2	<p>Action List. MR went through the list.</p> <ul style="list-style-type: none"> • Potential Funding for BOB Car - MR to request update form TT • Milk Run SLA - RB has submitted an updated version of the SLA and is awaiting a response. RB will chase this up for the next meeting • Key Audit – RB has almost finished the audit. She will contact members who have not completed shifts in the last 6 months to request the NEAS keys to be returned. • Events Assistant – MR will contact Paul Curran for update. • Advanced Driver Training – MR stated that SW is progressing well and is still to look at creating a Master Spreadsheet • Hospital Line Announcements - MR confirmed this is now resolved. RB suggested that the message needs to be altered. A discussion resulted in agreement that the 2 messages will read ‘Service will be suspended until 7am / 7pm the following day’. MR will discuss with AK • Summer Event – MR advised that KL has updated him stating this is still ongoing <p>Committee Updates.</p> <p><u>Rota.</u></p> <ul style="list-style-type: none"> • RB confirmed that the rota is looking pretty good. There has been one shift suspended on a week day, so far this year. RB reported that one driver is finishing shifts early without discussing with RB. He informs the controller he is leaving at a specific time. MR suggested RB discuss this with the driver in question. 	<p>MR</p> <p>RB</p> <p>RB</p> <p>MR</p> <p>SW</p> <p>AK</p> <p>KL</p>
3		

A relay is booked in one week's time should all go as planned so no problems are envisaged

RB

Membership.

- RW reported that there are no outstanding requests for membership. He has cancelled the Spreadsheet as it was not a great success. He has created a new version of the Survey which is ready to go. MR stated that there are a few items to add onto the Spreadsheet which will be discussed as a separate item.

RW

Fleet.

- JC confirmed that the South Shields car is up and running. Everything has been withdrawn off the old car and only the Log Book and Insurance is linked. The Toyota Yaris is having graphics installed this week and should be back in service within the next few weeks. The plan for the BOB car at the moment and with the north vehicles requiring work, we can utilise the Yeti as a pool car. This vehicle, once the fleet is back to strength, could possibly be used as the north car. We are currently in discussion with the Fire and Rescue Service in relation to a potential base for the Yeti. Both new vehicles are now registered for exemptions in the Newcastle area. We incurred a £130+ fine in relation to the event vehicle which was judged to have contravened regulations. JC has addressed this issue and the fine has now been rescinded. We are now on a 12 month exemption which began in January, which will need to be extended next year if we still have the vehicle. JC is looking into getting protection covers for the car's rear seats. RB reported that she'd been informed that vehicles can only be washed at South Shields Fire Station between 8-9am. JC confirmed this is the case as staff are sleeping or washing their own vehicles. RB suggested that we approach NHSBT to ask if vehicles can be washed there. JC advised that this is not something to pursue. JC advised that there were problems with access in West Denton and South Shields Fire Stations as the codes had been encrypted. The fobs have now been reprogrammed by Paul Curran. Discussions are taking place as to what the fallback would be if this happened again.

Secretary

- AJ advised he had nothing to report

Chair.

- ICT – MR gave an update from AK. The system has been updated which the company have allegedly advised us, however AK disagreed with this. Testing is ongoing. ID Milestone updates Barry Bullas has requested that this be set up so he can access and record when cards are issued. AK advised that he has the means to do this. AK has delayed this until he is sure that all the system issues have been resolved. The new OLRs system is progressing well. This may require volunteers to test the system. Everything is reasonably on track.
- Publicity – MR gave an update from KL. The 3rd Feb '24 will mark the anniversary of the first live operation and the completion of our first shift.

KL is looking to compile a video to commemorate this milestone which could be shared with the public and social media platforms. The TV company which showed interest in producing a documentary have now withdrawn their offer; however this may change at a later date. KL is still awaiting confirmation from the Garage and GNAAS to confirm they are happy to be used as a staging point for the 360 Challenge on Saturday 11th May '24. RB confirmed that she has spoken to Jean at the Garage and she is happy for the venue to be used. The Easter Egg runs are on the calendar. The volunteer event in the summer is currently ongoing. KL has this in hand. KL advised that she may be stepping down from her position with NABB.

Complaints

None recorded, however a discussion followed in relation to an issue that was raised previously. MR has discussed this with AK. MR will address this issue in order to resolve it.

MR

Major Events.

The Summer Barbecue TBC
March Open Meeting – Wednesday 20th March 2024

Chair

Advanced Driver and Rider Training - A question was raised regarding stats for advanced rider and driver training. MR to speak to SW in order to prepare and share this data.

MR / SW

Procedure Updates – Paul Curran has produced a spreadsheet outlining procedural updates from relevant people

Membership Survey – consists of 10 questions. MR to forward details to RW in order to have this made available to members on the website. The Survey is mandatory for all members in order to indicate their intentions to carry on or withdraw from NBB. It is important that all sections of the Survey are completed so that access to systems can be maintained.

Disposal of Vehicles – the old South Shields car is to be disposed of after breaking down for various reasons. The vehicle is running again, but it is considered uneconomical to repair. It was agreed that we could offer this vehicle to members on a closed bid basis, however they will be made aware of what the vehicle requires. We may be looking to reduce the fleet by one bike due to a recurring fault. MR to circulate closed bid details to members. These 2 vehicles have been removed from the insurance policy

NABB – Committee discussed some of the current issues which are ongoing within NABB. MR reminded committee members of the correct procedures regarding submitting their interests in positions within NBB. MR will keep everyone updated

AOB

RW asked if Barry Bullas could produce an update on air vests issued and number of shifts members have completed since issuing this item. MR will request this.

	<p>JC raised an issue regarding ID Cards which have information missing e.g. no charity number and where to send card to if lost. MR to raise this with Barry Bullas</p> <p>A query was raised regarding the NHS Trust Cards and access. MR to discuss with SS</p>	
	<p>Date and Time of Next Meeting Tuesday 5th March 2024</p>	
	<p>Meeting closed at 19.35</p>	

Chair / Vice Chair Print Name:

Date:.....