



**Minutes of Committee Meeting
Thursday 04th May 2023 18.30. Via Teams.**

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

No	Item	Action required
1.	<p>Minutes of April Meeting</p> <p>Proposed AJ2 Seconded ST</p>	Agreed
2	<p>Action List</p> <p>AJ2 went through the Action List:</p> <ul style="list-style-type: none"> ● BOB Car still under review. ● Milk Runs have been added to SLAC today, thanks Ria. Can committee take a look and add any comments prior to uploading. Can this be done in a month before the Open Meeting. ● Uniform review did not go ahead. AJ2 to send out a notification to those wishing to be involved. ● NEAS Keys. Ria had posted in SLAC as to who has access to membership on the Google Drive. SH edits this. With the exception of 3 or 4 this has been completed. ST felt that we all do not need access as we can use the members directory. AJ2 RB AK MR SH to discuss this as to how we go forward. ● Membership Survey, AJ2 has not had time to extract comments due to work commitments. Hopefully this can be completed before our next meeting. ● Event Listing. TT not present to update, Agreed as ongoing. ● Hi Viz jacket costing. JC to chase up. ● Safeguarding Policy. MR has sent this over to Gary Tait, also a spreadsheet in order that we can track all policies. AJ2 to follow up. ● Radio Renewal completed. Functionality test required. MR has sent an email describing what we would lose. This is to be reviewed to decide if there is any point to moving forward. Comments required from committee. KL added that she will abstain from comment as she does not use the system and could not give an opinion as to benefits. RB has not received this. The email was sent on April 24th. RB checked and she has it. RB asked if the BOB and 	<p>AJ2 JC SS ST</p> <p>All</p> <p>AJ2</p> <p>AJ2 RB SH AK MR</p> <p>AJ2 TT JC</p> <p>AJ2</p>

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the Hexham procedures had been reviewed. MR added that these do not need to be approved and they have been uploaded. AJ2 asked if RB had received the Milk Run SLA. RB added that she had not and will chase this up.

- Bike Trailer sorted out.
- Fleet Insurance. ST advised that the company have been informed and they felt that there would be no increases. JC has supplied update list. The only issues would be in relation to performance updates. ST JC to take this forward. Policy renewal in June.
- Advanced qualifications TT preparing a document. AJ2 to follow up.

Committee Updates.

Rota.

- RB updated, currently having issues for controllers however hoping this will improve, AJ2 suggested the feasibility of putting something out to recruit controllers. KL also to look at this.

Treasurer:

- ST updated, all accounts are in order and up to date. All transactions have been reconciled through Xero accounts software.
- Charitable Account £11,159. BMM Account £184,877.
- Equals Balance £592
- Total Funds £196,718
- Income. £8,369 with donations received on a dasily basis.
- Outgoings. £41,386 total £2,105 fleet. £1,986 fuel BP + Allstar. £1,726 insurances. £19,200 Fundraising Vehicle (£3,000 vat return) £14,826 DCRS (radios) (£2,965 vat return) £5,965
- Attend Insurance (£995) Trustees indemnity increased to £2m (£445) £10m PL cover. Laptop insurance renewed (£286) until 07/04/24
- Llyoda Bank awaiting processing. Imminent issues looming with HSBC. HSBC trustee form processed,
- VAT reclaim total to date £89,133.

Fleet:

- JC updated, 3 x vehicles have had mots, 3 punctures, 3 tyres. 11 insurance and licence declarations completed, We have had 1 breakdown recovery and a number of reported faults that have now been repaired. Issues with Hexham bike and car which hopefully will be repaired tomorrow. 19 vehicle road taxes renewed.

Secretary.

- AJ updated, couple of computer related technical issues which Graeme Bowser has resolved, Need to confirm venue for next face to face meeting.

RB
Closed.

ST JC
AJ2 TT

SW RB KL

Graeme SH

ST AJ2

ST to send AJ2 relevant insurance documentation to upload to website.

Publicity.

- KL updated, the Gift Of Life ride went really well. KL got the chance to speak to Hawthorn Logistics and we are now able to have a trailer with NBB livery due to a cancellation. 360 challenge running smoothly. Another card machine has been ordered today, this will help to reduce requests for dual events on the same day. (Price has been reduced) Things have been busy.

Training:

- SW updated * (problem with audio) All is okay, controllers are in for training booked for new in April / May.

Chair

- MR thanked everyone for bearing with him as he has had some serious family issues to deal with. 1 family member still in hospital however he is getting back to normal. Thanks to AJ2 for picking the slack up.
- MR has sent Gary Tait a spreadsheet in order that every policy and procedure can be tracked. AJ2 to liaise with Gary.

Vice Chair:

- AJ2 updated, everything is fine, focussing on policies and procedures with Gary.

Complaints

None

Major Events.

- KL updated 360 Challenge we currently have 62 riders and 11 pillion signed up for this event. Online registration will run until 2 days prior. Folk can also register in person on the day. Event now has a full complement of volunteers.
- GNR still not filled totally despite pushing. We are 20 short. May be worth a shout out on our private page. All charities are in the same boat unfortunately. NABB have their own places.
- June Open meeting agreed Tuesday 13th June face to face. Agreed to approach fire station headquarters as we have used this venue previously. AJ to speak to Paul Curran.

AOB

- Events Vehicle has been purchased. We have 4 quotes for graphic wrap, this

AJ2

AJ2

KL

AJ

KL AJ2

AJ2 TT

Agreed

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includes design. KL to give AJ2 availability.

- Grants for advanced tests. TT producing a document. KL advised that TT was chasing IAM and ROSPA for pricing. AJ2 hoped that this could be a discussion topic at the open meeting.
- KL discussed purchase of some more crystal awards as there may be 2 to award at the open meeting if shift patterns remain the same and another 2 in September possibly. Agreed to order 5.
- KL updated that the squidgy blood bikes have almost gone.

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	<p>Date and Time of Next Meeting Tuesday 06th June Ravensworth Arms 19.00</p>	
	Meeting closed at 19.30	

Chair / Vice Chair Print Name:

Date:.....