



**Minutes of Committee Meeting  
Tuesday 06<sup>th</sup> September 2022. Ravensworth Arms. 19.00.**

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

No	Item	Action required
<b>1.</b>	<p><b>Minutes of Augustmeeting:</b> Proposed ST Seconded TT NB Reason for solicitor letter was Co-opt not agreed. (Agreed slight amendment to reflect this)</p>	
<b>2</b>	<p><b>Actions List</b></p> <p>MR went through the action log and the below were updated.</p> <ul style="list-style-type: none"> <li>● Storage container procedures remain ongoing TT on this.</li> <li>● GDPR training closed.</li> <li>● Equipment handover from Graeme Moor to complete. TT to make contact and if required use an NBB vehicle to collect, possibly ask a volunteer to collect also if practical.</li> <li>● Feedback from speakers. Nigel Barlow is happy with this therefore item closed.</li> <li>● New laptops, AK to complete user policies. JC to get one this week which AK will sort.</li> <li>● IT auxiliary assistants, we have had 3 interested and interview will take place. Closed.</li> <li>● Durham Mason now gone. Jim Robson was successful. Closed</li> <li>● Finance auxiliary role sorted. MR to send form.</li> <li>● Collection of bikes. MR has received expressions of interest and has fed back that physical garage checks will be required and permission will be depending on locations and potential fuel use.MR JC to draw up criteria before winter.</li> <li>● H&amp;S Role – 2 interviews to be held Wednesday 7<sup>th</sup> September</li> </ul>	<p>TT Closed TT  Closed  AK  Closed  Closed MR  MR JC  MR ST</p>
<b>3</b>		

## Committee Updates.

### Treasurer.

- ST updated that all transactions are up to date and reconciled through Xero.
- Charitable account £8309
- BMM account £184244
- Equals £1092 top up balance £1588 card balance £2680 equals account
- £450 Paypal account
- Total funds £19568
- Electric Car – Potential for grant. To look at options and then TT to apply
- Event van purchase /lease. MR TT KL to look in to this and involve JC with options. TT to apply for grant if sustainable.

MR TT KL

### Secretary

- AJ discussed uniform / kit returns. Whilst some on occasions can be re issued. There is kit that is unserviceable. Historically we have been unable to dispose of this resulting in an unnecessary build up and the events trailer full of items. It was agreed that these items can be suitably disposed of.

AJ SW

SH

### Membership

- SH updated that the membership list is progressing with new and previous members removed however this can be time consuming.
- Over recent months there has been an increased influx in complaint, suggestion that we adopt a triage system to look at this. This was agreed. Suggestion that SH select another 2 committee members to look at this. Also discussed was the current complaints procedure. MR will speak to Gary Tait to talk through this.

SH MR

TT MR JC

### Fundraising

- TT updated that Stormin this year seemed to have gone pretty well with no reported issues. Great feedback from stall holders. Next year we may receive parking passes for NBB vehicles. MR agreed will authorise this TT to keep everyone updated.

KL

KL

### Publicity

- KL discussed that we have 18 volunteers still with us since NBB went live. Agreed to send appreciation /recognition cards.
- Discussed and agreed award for volunteer of the year award after looking at nominations.
- Xmas card launch will be this month KL to arrange selection panel.
- Discussed GNR cheer point and request from Kirsty Downham for kit assistance for this event.
- Air Ambulance week this week. Video is sorted and will be sent out Saturday and included in Blog.

KL

Closed

Following

ICT

appointment

4

- MR updated from AK in the action list.

Vice Chair

- MR updated that we have 2 interested in the Health and Safety Role. This potentially could be worked between moth and also develop the role description,

**Complaints**

None **Complaints**


5	<p><b>Major Events</b></p> <ul style="list-style-type: none"> <li>AGM September 29<sup>th</sup> also to incorporate anniversary. This will take place at Washington Community Fire Station. Notification to be sent in advance. Agreed buffet for approximately 75 attendees. Also vacant trustee positions expressions of interest.</li> </ul>	MR TT KL
6	<p><b>AOB</b></p> <p>Discussed Midland Freewheelers who have been completing jobs in our area (mainly milk runs. MR has discussed this with SS, They are not NABB affiliated. Clarification to be sought. Item deferred.</p>	MR SS
	<p><b>Date and Time of Next Meeting</b></p> <p>Date and format /venue to be arranged for 1<sup>st</sup> week in October.</p>	All
	Meeting closed at 20.35	

Chair / Vice Chair ..... Print Name: .....

Date:.....