



Minutes of Committee Meeting
Thursday 9th Jan 2020 - 19:00 to 22:00
Asda Benton Community Room

Present:	Ronnie Paton (RP) (c), Tiger Taylor (TT), Ken Tait (KT), Stephen Winn (SW), Alan Kinghorn (AK), Alan Johnson (AJ)
Apologies for Absence:	Julian Brown, Gary Annan, Sean Storey, Graham Moor, Chris Mann, Kirsty Lawrence

No	Item	Action required
1.	<p>Minutes of last meeting</p> <p>accepted as an accurate record and approved Proposed by: SW Seconded by: TT</p>	
2	<p>Action List / Matters Arising.</p> <p>RP went over the actions list and noted updates in the action list for next meeting</p>	RP
3	<p>ICT Standing Item.</p> <p>AK gave the following updates</p> <p>GDPR Still waiting for McKeags to provide advice. There is a need to complete a data flow on the data we hold.</p> <p>Application Form There is an error with the forum account creation plugin as it shows an error when the new volunteer requests account. It was agreed that we should remove the auto-creation of the account on the forum as the plugin wasn't secure.</p> <p>Forum A discussion was held ref the forum and was agreed that we should investigate closing the forum down as it isn't used, or at least by very few.</p>	<p>AK</p> <p>AK</p>

	<p>Webhost A discussion was held and was agreed that we should stay with the current host, and move to the fully managed dedicated VPS server</p> <p>Hardware request AK requested approval to purchase a Hard Drive and printer ink, this was approved.</p>	AK
4	<p>Complaints</p> <p>Confidential</p>	
5	<p>Major Events</p> <p>March open meeting to be held at Forest Hall, TT to book the room and add details on the Events calendar for 19th March on behalf of GA.</p> <p>TT gave the following updates on Events</p> <p>Stagecoach Santa Not received the final donation figures but the event was well received. Advised that we were purchasing 100 a branded thermo mugs, offering the 20 Stagecoach drivers these mugs as a Thank You, with the remainder going on sale to cover costs. As none present was aware of this, a proposal was requested and to be presented to be approved before the purchase of any merchandise. It was felt that this equated to having to pay for an event, which we don't do.</p> <p>360 Challenge All set up for the 16th May, registrations will be open by 12th Jan 2020, planning to provide riders with T-shirts with the 360 logo and is looking for sponsor to cover costs. AJ asked if the event was to be open to cars as well as the same as the 2019 event, TT is looing into it with car stickers instead of T-shirts for drivers.</p> <p>BikeWise Confirmed that we will be attending. AJ to block out 2 bikes, 1 car and trailer for the event.</p> <p>Stormin Confirmed that we will be attending, and TT will create a team lead by her for the event</p> <p>GNR Still places available for NBB & NABB, AJ to speak with JDD to ensure that he will be available to lead the event on the bike</p>	<p>TT/GA</p> <p>TT</p> <p>TT/KL</p> <p>AJ</p> <p>TT</p>

	<p>Sprockets</p> <p>TT requested that we have a presence at this event, this is on the same weekend as Stormin. This was declined as having 2 major events on the same weekend would affect operations and we wouldn't get the volunteers to cover both events.</p>	TT/KL
6	<p>Dec open meeting review</p> <p>It was agreed that there was a lot of engagement from the volunteers present with all questions answered.</p> <p>It was suggested that we need to have the presentation and agenda set for all open meeting by the committee meeting of that month to save the last-minute dash to complete. This was agreed</p>	All
7	<p>Storage of newly approved Members</p> <p>KT requested where the location of all newly approved members information was held, AK had provided this information,</p>	
8	<p>Purchase of more Radio batteries</p> <p>RP requested approval to purchase 20 more batteries for the radios. This was approved</p>	RP
9	<p>New BMW 1250RT update</p> <p>AJ gave an update on the new bike and aiming to have the unveiling ceremony to the Owen family at the Bebside weekend, before being put into operational service.</p>	
	<p>AOB</p> <p>AJ requested information about the lack of events on the calendar and FB posts trying to get events covered. TT to investigate why the tags are not working and will start putting out more posts</p> <p>AJ asked as that due to the sad news of Ron Hoggs passing, are we looking to have a new Patron. RP wasn't aware of any plans.</p> <p>A discussion was then held on what the patrons did.</p> <p>AK requested that everyone's signature should be changed ensuring that Ron's name was removed.</p>	<p>TT</p> <p>All</p>

	<p>SW updated that all assessments were up to date with those that are due being sent notification to arrange the assessment.</p> <p>SW updated the inductions were moving to Adient in Washington. RP raised concerns that a NBB volunteer that worked at this location had to be present at all times as part of Adient security policy.</p> <p>RP updated that he had looked at everyone's home address and felt that the committee meeting could be held in the Team Valley area as this was more central than Asda Benton. This was agreed and RP to find a suitable venue.</p> <p>A discussion was then held on the feasibility of changing the day of the committee meetings, including holding via an online conference facility.</p>	<p>RP</p>
	<p>Date and Time of Next Meeting</p> <p>Thursday 6th February, Community Room, Asda, Benton - 7.00pm</p>	
	<p>Meeting closed at 20:50</p>	

Chair / Vice Chair Print Name:

Date:.....