



Minutes of Committee Meeting
Thursday 08/08/ 2019 - 19:00 to 21:00
Asda Benton Community Room

Present:	Graham Moore Alan Johnson Andrea witherspoon Ronnie Paton Lorna Woodward Alan Kinghorn Chris Mann Julian Brown Brian Slassor
Apologies for Absence:	Kirsty L Sean S

No	Item	Action required
1.	Minutes of last meeting May and July minutes proposed Graham Moore Second Brian Slassor	
2	Chris Mann was welcomed to his first committee meeting Julian and Graham have not as yet met with the investment company. Julian is still working on the accounts.	
3	Alan Kay is still waiting on the money he is owed. Lorna has an issue with the kit, she is concerned it is not readily accessible. A figure of three thousand pounds per annum was mentioned for storage facility Alan J will ask fire service if any storage is available	

Induction and on call

Andrea would like to have shadowing instead of BoB run to help streamline new members joining. Each department will have a set routine so everyone does things in a set order.

Ronnie suggests controllers do a yearly assessment.

A flow chart of changes has been requested to be available to committee within seven days.

Graham asks about how to introduce new committee members to on call. It was agreed that all members will take a turn of on call. A second member can be made available for anybody new to the roll. A proposal was made to use out of hours on call number with recorded message.

A discussion as to how money raised at talks could be quickly banked. Events and talks will not be joined as in procedure.

Insurance has paid out for accident damage bike, will be collected on monday. (see confidential minutes)

Lorna requests a van instead of trailer also she wants to know who is allowed to move the trailer.

IT

Alan K tells us privacy status has not been reviewed yet.

Original SAR has not yet been responded to.

Current SAR Alan still gathering documents to send to the member.

Web down time, Alan not happy with the web host and wishes to move. £70 per month seems to be going rate for service, alan told to move at will.

ORLS is now causing a problem as it is too old for web hosting, alan is almost through writing a new program.

AGM

AGM will be held at reece the vickers site on the 19th of september, 15th notice to go out to members, highways agency will give a talk.

Steve Rawlings will be new fleet assistant

GM

AJ

	Brian will step down and wont be restanding, Alan J will step down and will restand, Alan K will step down and will restand Meeting closed: 21:15	
4	Complaints Confidential	
5		
6		
13	Date and Time of Next Meeting Asda Bentonn 1st August	
14	Meeting closed at 21.03	

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

Date:.....