

Minutes of Open Meeting
11th December 2024 (Via Teams)
19-00hrs

Present: Mick Redpath (Chair) Chris mann (Vice Chair), Ria Burnett (Rota), Kirsty Lawrence (Publicity) Paul Curran (Training), Jason Cooper (Fleet), Simon Whitmore (Secretary).
 Dave Oxley, Stephen Draper, Harry Snee, Doreen Lawrence, Frank Soulsby, Ian Macneish, James Robson, Jim Smith, Stephen Laws, Michael Yeaman, John Everitt, Michael Grainger, Tony Garrity, Sarah Sillipo, Peter Blyth, Neil Patterson, Gary Tait, Simon Wiseman, Angie Coleman, Peter Blyth, Alistar Thompson, Chris Hawkes, Andrea Witherspoon, Brian Blackett, Craig Nichols, Ian Jamieson, John Sinclair, Andrew Polkinghorn, Peter Kippax, Jeffery Glen.

Apologies: Tiger Taylor, Steve Monks, Paul Browning, Ann Brown, Stuart Tate, Peter Robertson, Judith Russell, Adrian Jackson, Lee Storey.

No	Item	Action required
1.	The meeting was opened by the chair, The previous minutes were accepted proposed by Jim Robson and seconded by Ria Burnett	
2.	Ria (Rota) Told the meeting that the rota was filling up nicely with Volunteers coming forward to cover shifts. Also the Christmas rota was starting to take shape. Vocare need to contact us as to what they are covering- Ria to chase them. Paul Curran raised a question could all staff please check the Rota`s and the shift notices to keep abreast of any changes that could cause an issue when on shift.	R.B
3.	Kirsty (Publicity) Donations were going to storage with Sunday 15th being the last day for donations to be dropped off, there is a list of items on the website if anyone needs any guidance on what to get. There is no news to date from certain doners. The Christmas cards have arrived and are £5 per pack. There will be no Christmas cards this year for volunteers due to the high costs involved. Thank you cards for doners will be sent W/C 16 th . Could all Volunteers please save their stamps please and give/ send to Kirsty.	K.L

	<p>New Merchandise is starting to arrive.</p> <p>Kirsty raised the issue that we now only have 6 speakers as numbers have dwindled and she will be looking for volunteers to assist in this role, an email will be sent out asking for volunteers and what are the criteria required.</p>	
4.	<p>Jason (Fleet) Jason is looking at replacing a vehicle with the donation from the Freemasons. We are looking at a Hybrid car as the logistics of an all-electric vehicle are not feasible. Could all drivers at the end of their shift please ensure that all vehicle windows are closed as we have had occasions when these have been left open.</p> <p>We have received a parking ticket from a hospital, this has now been resolved, and no further issues should occur.</p> <p>Q. Chris Hawkes raised a question asking if it is possible that we should use a nectar card to enable points to be accrued Jason to look at any issues that may arise from this.</p> <p>Could all Volunteers ensure that the correct milage is entered at the time of filling up any vehicle.</p>	
5	<p>Chris Mann (Vice Chair) Informed the meeting that 20 DBS had been completed.</p> <p>A list of Drivers and Riders who are staying has been made. Uniform updates since taking over this role Chris stated that the process needs to be restarted, and this will be commencing in January 2025</p> <p>Paul curran confirmed that the Uniform meeting group needs to start again in January.</p>	C.M
6.	<p>Simon Whitmore (secretary) Nothing to report other than to wish all the volunteers and their families a good Christmas</p>	
7.	<p>Paul Curran (Training) we have increased numbers by 9 Drivers and 14 riders.</p> <p>In 2024 we have issued 50 E vouchers for advanced training. 9 Riders have passed, and 20 Drivers Passed.</p> <p>We also have 2 Riders and 2 Drivers in their final stages of shadow shifts.</p> <p>Paul informed the meeting that a new shadow shift procedure is being developed to ensure consistency.</p>	

	<p>In October 3 new controllers have completed their training and further workshops for controllers are in the planning.</p> <p>Paul also passed on his thanks and appreciation to Wilf Moralee as he is standing down.</p> <p>2 new members enrolled last month with more planned. Training and workshops will be returning to face to face instead of online.</p> <p>Paul informed the meeting that John Sinclair is a National observer.</p>	
<p>8.</p>	<p>The treasurer's report was delivered by Mick Redpath. All accounts are completed and rectified.</p> <p>Funds for the charity are in a healthy place with outgoings remaining steady, however incomings are down by 7%.</p> <p>Neil Patterson stated that there was a small typo in the balance</p>	
<p>9.</p>	<p>Mick Redpath (Chair) brought to the attention of the meeting that Marie Curie are to start using our services the relevant information for collections Etc. are on the website under the locations tab.</p> <p>Updates on the survey 76 people have now been blocked.</p> <p>Q. An issue was raised regarding collections of medications from the RVI new vic wing Hospital liaison to look at. UPDATE This has now been resolved as there is now an auditable paperwork trail so collection will be as usual.</p> <p>Issues regarding the mobile signal in the Leazes wing conservatory hospital liaison to look at.</p> <p>Idling of engines outside the hospital is to cease as we are to fall in line with NEAS polickey.</p> <p>RVI entrance roadworks are going to be in place for 12-18 months and care needs to be taken when entering this site.</p>	<p>S.S</p>

