



**Minutes of Committee Meeting
Tyne & Wear Fire & Rescue Headquarters 18th June 2025 19:00**

Present:	M Redpath, C Mann, P Curran, K Lawrence, S Storey, J Cooper, I Jamieson, C Franklin, F Soulsby, S Laws, J Reay, N Hunter, K French, G Tait, D Lawrence, E Toland, J Dixon-Dowson, A Riddington, N Patterson, M Grainger, T Pratt, P Bradbeer, P Robertson, T Simpson, R Pattinson, C English, J Russell, J Glen, I MacNeish, I Muirhead, Nicolas Andre, Becky Gray, Dave ?
Apologies for Absence:	M Thompson, C Nicholls

No	Item	Action required
1.	M Redpath chaired the meeting, welcomed new members and they introduced themselves: Alan Riddington Michael Grainger Becky Gray Nic Andre	
2	Previous minutes The previous minutes were accepted and proposed by Neil Patterson and 2nd by Tony Simpson	
3	Committee updates Chris Mann 12 DBS check s completed since last Open Meeting New Riders jackets on hold as awe currently hold a large stock of the existing jackets Kirsty Lawrence The events calendar is full with 3 more events to add and a Thank You to everyone who is supporting at any pf the NBB Events Steven Laws managed to get a £2K top up from the Prison Service fund Snods Edge Afternoon Tea event is still short of 4 volunteers 360 Challenge raised £2519.65 When attending an Event in the Events van, please can the driver ensure that the yellow chocks are returned to the vehicle as they have been going missing	

Successful candidates for the Aux Roles to be announced in the next couple of weeks

Feedback – Kirsty received fantastic feedback regarding both the number of and how successful the Events have been with a full calendar in place

Jason Cooper

Reminded everyone to report vehicle faults using NBB Fault Reporting system so all the Fleet Team receive notification of any issue raised

Jason would like to thank Gary & Rob for the support work they do

Clive Franklin – Rota Update

Introduction to all present

Highlighted the number of shifts still available

Thanked everyone for covering shifts and last minute cover

Asked if people could book shifts as far ahead as possible

Ian Jamieson

Current Membership

Members 229

Controller 40

Driver 115

Rider 100

Fundraiser 34

New Members Onboarded

April '25 – 9 Peter Barron (D), Mike Perry(R) & Alan Riddington(R) Special mention for these 3 new members as they joined in April and between them had successfully completed 24 shifts by 18/06/25

June '25 – 5

Awaiting Induction Session – 10

Working closely with Training to smooth the onboarding process

Coffee Mornings – following the successful informal coffee morning at Blyth, the next will be arranged at The Garage, Burnhope

Paul Curran

Ops Procedure list (since March 2025)

Base access procedures updated for Netherby Drive, Morpeth, N Shields and Blucher to include NEAS key security

NEAS key procedure to be created separately (in hand)

BoB Run procedure updated to include BoB Familiarisation requirement

Training

Overall training is progressing well thanks to the assessment and shadow teams who are doing a great job getting members progressed or keeping members up to date

Thanks also to Ian Jamieson who has taken some of the workload from me since coming into the Membership Secretary role.

Since the last open meeting Members awaiting Advanced Qualifications
Drivers – 7 (down 2 from March)
Riders – 11 (similar to last meeting)

3 Rider & 5 Driver E- Vouchers issued since March

6 Rider & 2 Driver Shadow shifts completed with 1 Rider + 2 Driver shadow shift
scheduled for end of June/July

2 new Shift Controllers trained since March with potential for another 9 more from
recent inductions with a Shift Controller workshop being planned

New NEAS key tags distributed by Rob Pattinson for individuals who did not have
them

Heaton Road Surgery Collection was added back to the GP Run – please advise Shift
Controller & Sean Storey of any failed collections or issues

Lee Smith

All accounts are in order and up to date. All transactions are reconciled through Xero
accounting software.

HSBC Current Account = £44,168.35 -£28,443.06
(this week for fleet insurance)

HSBC Savings Account = £25,249.81

Lloyds Savings Account = £88,313.93

Total in accounts = £157,732.09 £129,289.03
(by the end of this week)

Equals balance for top ups = £407.92

Equals allocated funds (on cards) = £2,253.47

Equals total = £2,661.39

Total Funds = £160,393.48 £131,950.42
(by the end of this week)

Monthly running costs are £11,255 We have reserves to cover 11.72 months of
running costs.

The 10% uplift in insurance is due to our previous insurer having been 'bought out',
no longer continuing in the fleet market and AIG being our next cheapest option. We
do continue to insure our members over 75 years old.

Discussion Points

Our income was 41% down and has recovered to be 25% down. Whilst this is a
common theme across groups nationally, we need to address this situation as we
have dipped below 12 months running costs.

Our expenses are 25% up, this is with a backdrop of looking at everything we spend
and asking whether it is necessary.

Our biggest expense is fleet; can we sustain a fleet of 21 vehicles?

Our service bill for our fleet is reduced by the contribution from GSF and we would

	<p>like to thank Jim Robson for arranging this</p> <p>Questions raised What is the fuel saving we receive by using BP stations? We save 23% Donations at Events are more common by tapping cards than cash donations</p> <p>Mike Thompson</p> <p>Video Update</p> <p>Mick Redpath update for Sean Storey (Hospital Liaison)</p> <p>NEAS Key Security – reminded us how important key security is RVI & Freeman hospitals – all samples to reception unless specifically told to take to labs</p>	
4	<p>Recognition Awards Presented</p> <p>Bronze Awards Tom Pratt Neil Patterson Gold Awards Stuart Tate Eamon Toland Carolyn English</p>	
5	<p>Floor Questions</p> <p>John Reay highlighted that NSEC were using other carriers for Blood & Samples Sean to go to Northumbria Trust to remind them of our availability</p> <p>When we can we start declaring half shifts in future availability A full briefing pack will be available when the updated OLRs goes live</p> <p>Is there any opportunity to attend other hospitals (like we do with the RVI) when they have Open Days to highlight what we do?</p>	
6	<p>Date for next committee meeting, TBC</p>	
7	<p>Meeting closed at 20-35</p>	

Chair / Vice Chair Print Name:

Date:.....