



Northumbria Blood Bikes

Committee Meeting

Thursday 1st October 2015

Asda Benton

- Present :
 - Peter Robertson
 - Steve Rawlings
 - Sean Story
 - Geoff Spencer
 - Barry Bullas
 - Richard Scholfield
 - Graham Moore
 - Mike Thompson
 - Alan Ross
 - Chris Mitchell
 - Richard Penna

- Apologies received : None

- 1. Peter opened the meeting,
- 2. The minutes of the previous meeting were accepted as an accurate record of the meeting
- 3. **ACTIONS ARISING/ERRORS FROM PREVIOUS MEETING**
 - Item 9 – Driver/rider assessment review to include IAM/ROSPA, and be deferred for, pending confirmation of section19 review and training/assessment requirements. However this item needs to be moved on in the meantime (ACTION Chris Mitchell & Geoff Spencer).

 - Item 11 – Conversion of handbooks to procedures. Peter emphasised the importance of finalising this task and offered to help those struggling to fit the work in. It was also ok to target appropriate members, with suitable

skills and experience to produce draft procedures under the oversight of committee members.

The list of proposed procedures to be re-circulated, with appropriate document references – ACTION MIKE THOMPSON

AGM 2015 – No items to raise that are not on the meeting agenda

Agenda

1. Communication with membership,
 - a. Currently the News section is visible to all
 - b. An additional members only news section is being developed for the website – ACTION MIKE THOMPSON
 - c. It was noted that the newsletter has now grown beyond its original remit of informing members, it is now widely used to communicate with external bodies and groups, as a publicity tool.
 - d. Problems have been experienced with the “mail to all” function used by the committee, MIKE THOMPSON to investigate.
2. After a discussion, it was decided not to issue drivers with HV jackets. Emergency roadside incident HV is provided in all vehicles. There was deemed to be little to no added value to individual walking about in hospitals, as they will be wearing badged shirts, fleece and carrying an ID Card lanyard.
 - a. Uniform policy **AMMENDMENT**
 - i. The uniform policy for drivers will be amended to allow the wearing of a logo'd white polo shirt while driving vehicles.
The vote on this was
FOR – 5
AGAINST – 4
Chair casting vote not used
3. Accident reporting
 - a. A new policy has been produced, and will be posted in the members library,
 - b. An online reporting form, will be available in downloads section of the library. ACTION CHRIS MITCHELL TO POST
4. Groups plan for 2014/15, items signed off, Chair has the updated list and will circulate/post.
 - a. Discussion on committee roles came to the conclusion that the current committee, as currently constituted is appropriate. Alan Ross is working to identify a newsletter editor with suitable skills within the membership. ACTION ALAN ROSS
5. After a discussion on the website and content management system, consensus was reached on the following

- a. The current system is a supported widely used platform, moving away from this, at this time is likely to pose maintenance and sustainability issues.
 - b. The existing “look” of the website is dated and “stationary”. MIKE THOMPSON is to retain full oversight of the website and associated information management nodes that work behind the scenes to run our systems.
 - c. MIKE THOMPSON is to contact various members who have web design skills, and expressed an interest in helping NBB to investigate options for the future.
 - d. Priority is to be given to develop systems to support the Membership and Fund Raising parts of the organisation and website. This is to reduce or remove the constant manual intervention needed to make it all work!
6. Merchandising
- a. GRAHAM MOOR has identified a company in south shields “RedDog Co” who are able to produce
“I support Northumbria Blood Bikes” logos
 On various items of clothing. Members can buy these items direct, with a cut of the cost going to NBB
 Obtaining a stock of such items for sale at events and to the public is being considered, along with a Mascot Blood Biker Bear.
7. Trailer update
- a. Trailer graphics options being negotiated by GRAHAM MOOR
 - b. Thanks to the efforts of Alan Johnson and Nigel Barlow, the trailer body has been repaired, it is hoped to have the internal electrics/lighting completed by mid October.
 - c. A trailer towing/reversing/coupling to car package is to be developed and delivered by GEOFF SPENCER AND ALAN JOHNSON.
 - d. MIKE THOMPSON is to contact SV Tech to have the trailer re-plated to 1500 kg
 - e. CHRIS MITCHELL to have the YETI weighed on the Sunderland Docks weighbridge, as was the trailer. Certificates to facilitate “d”
8. A.O.B

Alan Ross

Handed over cash from talk to Whorlton Group. More talks have been requested. Relay Rider event, any members signing up to mention NBB in any online donations. More mouse mats in current design to be produced, for distribution to hospitals etc. Agreed that the “wind up” when mentoring a new coordinator was inappropriate, Alan will send an email involved parties

Geoff Spencer

Blue light training course booked for Sat 5th Dec 13:00 at the Wheatsheaf

The recent abortive bank holiday job Berwick to Wansbeck was discussed, further discussion to be had with the Trust. **SEAN STORY** to progress.

Richard Penna – No items

Barry Bullas

26 new members last month
130 new members is last 3 months
248 members since January made up of the following
199 riders
42 Drivers
44 shift controllers
Maths don't add up as some members volunteer for multiple roles

Sean Story

The Hexham run now has an additional element, NB **ROTA DEFINITION TO UPDATE - SEAN STORY**
The trust to review the donation to NBB
Delivery on the Genetics notes, has in the main been acceptable

Graham Moor

No blood bike support this year for the Pudsy Bear Rickshaw Challenge, Paramedic Bikes only,

Richard Scholfield

Bike held in reserve at Backworth bike to move to an operational role at Morpeth. Once new bikes in service Backworth to be utilised again North Bike to support Hexham as appropriate
BoB bike to be Morpeth/Netherby bike, if not booked for other work
All bike allocations to be made in discussion with Richard and Steve Rawlings.

Steve Rawlings

Expressed concerns at some members appear to be "over eager" to use blue lights. After discussion a watching brief to the committee to monitor. Feedback from members on the Hexham run half shift has been positive. Coordinators who wish to visit trust locations to contact Graham Moor to arrange suitable opportunities.

Mike Thompson

Collation of statistics is becoming harder rather than easier. Additional jobs are not being consistently recorded by the coordinators, therefore the rider/driver data does not match.

Peter Robertson

Validation of the new blood boxes by NABB delayed, waiting for results of tests.

Chris Mitchell

Handed 4 sets of angled tyre valve adapters to Richard S. These are for the Honda Pans and FJR's, as a standard garage airline does not fit.

Meeting ended 21:05

Next meeting – Monkton Gold Room 19:00 on 12th November