



**Minutes of Open Meeting**  
**Wednesday March 23<sup>rd</sup> 2023 - 19:00 to**  
**Venue: Fire Station Headquarters.**

Present:	Paul Browning Chris Hawkes Paul Curran Kirtsy Lawrence Doreen Lawrence Carolyn English John Langan Clive Franklin Frank Soulsby Mike Clare Steven Laws Alan Johnston Mick Redpath Stephen Winn Ria Burnett Tiger Taylor Steve Tulloch Sean Storey Alan Kinghorn Jason Cooper Paul Frost John Everitt Carol Nelson Suzanne Hitchinson Paul Jackson Eric Metcalfe Alan Johnson 1 Billy Brumwell Keith Brewin Ruth Atkinson Michael Ball Gary Tait Judith Russell Steve Hardwick Tony Dickinson Angela Coleman Eamonn Toland John Watts Ian Macneish Chris Mann Lee Edwards John Wallace Ian Murray Ryan Simpson Tom Simpson Neil Hunteraul Wiltshire Gary Mennell John Dixon Dawson
	Dave Draper Susan Draper Bill Deacon Dave McDonagh Craig Nicholls Mike Briant Dave Jubb Derek Henderson Peter Kippax Ken Tait Drew McDonnell Gary Annan Simon Wiseman Peter Robertson Clare O'Brien Ross McKenzie Anthony Murdy Sean Swinton Barry Bullas Alan Johnson 2 Tom Stewart Paul Sergeant Andrea Witherspoon Graeme Mitchell

No	Item
<b>1.</b>	<p><b>Minutes of December Open Meeting</b>            Accepted as a record and approved.</p> <p>Proposed by: Paul Browning            Seconded by: Jim Robson</p>
<b>2</b>	<p><b>Introductions.</b></p> <p>Prior to the meeting commencing, Paul Curran gave a building safety brief.</p> <p>MR opened the meeting at 19.08 and thanked everyone for their attendance.</p> <p>MR asked attending committee members to introduce themselves and gave apologies for those unable to attend. New volunteers were given the opportunity to introduce themselves. Welcome to NBB.</p> <p>Steve Hardwick. Rider.</p>

Gary Rennell Rider  
Paul Fundraiser  
Mike Clare Driver  
John Everitt Driver  
Mike Hodge

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### **Committee Updates.**

#### Rota Manager.

- RB updated that currently all is well with rotas and there was still the offer for half shifts to cover. Requests should be addressed to her and she would look to facilitate these. In recent weeks controllers at times have been a bit sparse. RB thanks to those who have assisted with milk runs that are becoming more regular.
- There were no questions from the floor.

#### Training.

- SW updated. We presently have 9 riders and 7 drivers that have not responded to annual assessments and that if there were any problems arranging dates to contact him directly. 14 riders and 11 drivers' new volunteers have completed assessments. 2 controller workshops have taken place, however inductions have been slow with a number of people who have wished to progress not responded further. There have been 6 shadow shifts completed.
- There were no questions from the floor.

#### Membership.

- SH updated. We have currently 263 Volunteers on the books, 49 controllers, 112 riders and 103 drivers. 81 volunteers have so far not responded to the membership survey and their accounts may be closed. Apologies to any new members who may have recently completed this.
- There were no questions from the floor.

#### Publicity.

- KL updated. We have half filled our allocation, 20 places are still available, anyone interested please contact her. The annual 360 event has been launched and will take place on Sunday 14<sup>th</sup> May. KL requested assistance from volunteers at The Bar and Grill as well as The Black Bull checkpoints. On the 23<sup>rd</sup> April there will be an event taking place for motorcycles 'Gift Of Life Ride' The planned and meeting point is the Washington Wild Fowl Park (Wetlands at 09.30 am, this event is open to all motorcyclists and not just NBB. The route has been pre-planned and is marshalled by NE Biker Escorts. An operational blood bike and rider will lead the group with an operational car following. The destination for the event is Freeman Hospital. Further details to follow. (Note current riders are requested not to wear NBB hi viz. The ride is to raise awareness of transplants and organ donation, in

particular a Young Child Bea who is currently awaiting a heart transplant. Details are on NBB Facebook. We will be involved with 2 Easter Egg Runs in Durham and Northumberland; these events are on the calendar. The BBC are planning to film for their Morning Live series and we have been asked to represent NABB, KL is awaiting further details and there has been a good response from volunteers who have expressed an interest and these will be selected. KL has merchandise available this evening including new Blood Bike stress squishy things..

- Question from the floor relating to rider hi viz for the Gift Of Life Ride and uniform. Please see text above.

#### Secretary,

- No major updates from AJ. Can be hectic at times with minutes.
- There were no questions from the floor.

#### Treasurer.

- ST gave an update. Our current financial situation is very good with cash and donations coming in almost every day. Thank You to all volunteers and members in whatever role you have, also to the NE general public for their generosity.
- All accounts are up to date and transactions reconciled through the Xero accounts software, Charitable account £25,524. BMM account £204,877. Equals account £2,410. Total funds £232,811 (£194,263) atb last open meeting. Since the last meeting there has been £49,793 income and £12,237 outgoings. Notable income £17,413 received from a legacy. £9,397 VAT returns. £3823 HMRC charity. £1,000 Brockbushes. £5,000 Tyne Tunnel. £1,433 PayPal. Major expenditure £7,986 fleet. £920 fuel. We have saved £8,350 from BP free fuel. Gift Aid £3,802 received, this is a first time for NBB many thanks to Doreen and KL who manage and collate this for HMRC. Upcoming potential spends within the next 3 months. £11,875 to renew radios / dispatcher. £17,000 fleet insurance. £1,000 Public Liability insurance. Replacement of BOB car and a fundraising vehicle to transport kit.
- There were no questions from the floor.

#### Hospital Liaison.

- SS updated. Everything is running well. Awaiting a reply reference scheduled collections of COVID samples and will feed back. Any issues please email.
- There were no questions from the floor.

#### Fleet.

- JC updated. Repairs to vehicles have been completed. Licence and insurance documents continue. JC raised a point following a previous email that had been sent to drivers about the condition of the cars left after shift. There have been reports that in some cases this is continuing to happen and is not acceptable. It is the responsibility of the driver to ensure that the vehicle is clean and no refuse left. The locations we visit have numerous bins where rubbish can be disposed of. Incoming drivers should not be responsible for this. BP

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free fuel is coming to an end this month. Can everyone please try and use these stations wherever possible, also note vehicle registrations and current mileage at that time are required. PIN codes for fuel verification are in the member's confidential section. Receipts are not required as these are generated electronically. Please ensure vehicles are returned to base fuelled up. There will be an update for the next meeting in relation to specification etc. There has been a recent change to procedures at NHBTS, they no longer require a carbon copy of our paperwork rider or driver will need to give their name and vehicle registration for their records. Please make sure that we continue to keep records for our information. SS confirmed that NHSBT have their own procedures.

- Q from the floor. Can volunteers take vehicles home. JC within reason, however the vehicles are at times needed at short notice and should ideally be at base. Another question was asked about fuel PIN codes. Paul Curran updated that the confidential page will be linked to this as part of the new website build.

#### Fundraising.

- TT updated. The calendar is filling up and some great results coming in. TT thanked KL for her publicity work. We have secured a £30,000 grant to assist anyone with rider /driver advanced training. This should hopefully fund 100 people to complete this. It's hoped that this will attract volunteers to join NBB. The grant will be in 2 parts with £15,000 first then another £15,000 and is evidence based. It is also hoped that an article can be placed in the Chronicle as a recruitment incentive. Obviously this will need to be monitored closely to ensure funds are allocated appropriately. TT thanked all who have suggested and taken active parts with fundraising, it is much appreciated.
- Q from the floor, will this be IAM or ROSPA training. This could be either. MR advised that this will be discussed at a committee meeting as to how this is best progressed.

#### Vice Chair:

- MR updated for AJ2 who is working away. Uniform review has received quite a few volunteers wishing to be involved with this. This will commence in April. Venue to be arranged.
- There were no questions from the floor.

#### ICT.

- MR updated from AK. Shift notices are now active and available to all; there have been no issues so far. Please check these out. Any problems or questions please email the ICT Team. Paul Curran requested that special thanks were minuted for Graeme Bowser controller and ICT assistant for the great work he has put in on these.
- There were no questions from the floor.

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#### Chair.

- MR updated: Form reviews are currently underway. Uniform review meeting to be arranged. As there was a large amount of interested parties, the list may have to be

trimmed down however all positions within NBB will be represented. AK has now 2 assistants to support with ICT. There is currently a review of optional extras fitted to our vehicles resulting from NABB particularly the BMW and bike rack systems we use. These do not exceed any tolerances or weight load. The audit will be forwarded to our insurers. MR thanked everyone for their work and continued support to the charity.

- There were no questions from the floor.

### **Recognition Awards.**

The following Volunteers received their recognition awards.

- **BRONZE:**  
Tony Dickinson John Everitt Paul Welsh Billy Brumwell

**SILVER:**  
Eammon Toland

**Gold:**  
Steven Laws

**CRYSTAL AWARD:**  
Alan Johnson 1

Well Done Everyone.

### **6. Questions From The Floor.**

- Given our current financial position, are there any plans to replace vehicles when not economical? MR advised that this is a continuous review process.
- A local Taxi company has updated vehicles due to green zone areas and they have a number of Skoda vehicles for sale. MR advised that this would be discussed at a committee meeting.
- Are there any plans to increase the current speaker group? MR advised that we currently have sufficient, however this would be looked at when a position is available.
- There is a bistro key fob missing from the RVI and there have been problems gaining swipe access with the one we have. Can all riders and drivers not have access via their ID cards? SS will look into the access issues; however it is not possible due to security issues to have group access for cards.
- Should food and drink be banned from the vehicles? JC advised no as this is a common

sense approach from drivers to remove litter.

- Are all trustees confident that our substantial funds are safe? ST advised that he has vast experience in this area and was sure they are. Accounts are monitored and can be transferred accordingly when required.
- Are we exempt from the Newcastle Green Air zone? JC confirmed that we are and advised that regular tracker notifications have increased for speed. This is rider and driver responsibility.
- UHND after hours drop off, access is closed on an evening with entry via A&E. SS advised that we must adhere to their procedure. Any issues contact him.

**AOB**

- KL advised that we have a new contactless thumbs up card machine being tested for events.
- MR advised that we are looking to reduce the number of trustees to 5. 3 committee and 2 from outside of this. It is envisaged that in 3 years there will be no committee involved. This will be discussed at the AGM

MR thanked everyone for their contribution this evening and closed the meeting.

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

Date:.....

## Attendance sheet

1 Mick Redpath	31 Stephen Winn
2 Steve Tulloch	32 Ian Jamieson
3 Clive Franklin	33 Tony Garrity
4 Doreen Lawrence	34 Eamonn Toland
5 Tony Gent	35 Paul Curran
6 Craig Nicholls	36 Carol Nelson
7 Tom Simpson	37 James Oxborough
8 Chris Hawkws	38 John Weekes
9 Andrew Polkinghorn	39 Spike Ball
10 Harry Snee	40 John Dixon Dawson
11 John Reynolds	41 Allan Dalgrano
12 Chris Mann	42 Paul Sergeant
13 Alan Johnston	43 Alan Johnson (1)
14 Rob Wilkes	44
15 Derek Henderson	45
16 Kirsty Lawrence	46
17 Tiger Taylor	47
18 John Langan	48
19 Tom Mears	49
20 Alan Bragg	50
21 Peter Orr	51
22 Tom Ramsey	52
23 Ron Absolom	53
24 Ken Kelly	54
25 Jeff Ormston	55
26 Barry Bullas	56
27 G Mitchell	57
28 S Laws	58
29 E Metcalfe	59
30 Frank Soulsby	60