



**Minutes of Open Meeting  
Tuesday 12<sup>th</sup> December 2023  
Venue: Online via Teams**

Present:	Stephen Winn, Harry Snee, Carolyn English, Alan Johnston, Paul Sargeant, Carol Nelson, Rob Pattinson, Stephen Draper, Ian, Muirhead, Eamon Towland, Doreen Lawrence, Sarah ?, Nicholas ?, Ria Burnett, Kirsty Lawrence, Thomas ?, Peter Kippax, Steven Laws, Andrea Witherspoon, Ian Jamieson, KB, Peter Blythe, Michael ?, Andrew ?, Alan Johnson 2, Jason Cooper, John Dixon Dawson,
Apologies for Absence:	Tiger Taylor, Mick Redpath, Lee Smith, Rob Wilkes, Ruth Atkinson, plus others

No	Item
<b>1.</b>	<p><b>Introductions.</b></p> <p>AJ2 opened the meeting at 19.10 and thanked everyone for their attendance tonight. He reminded everyone that if they have any questions, they must unmute themselves. AJ2 reminded everyone that as this meeting is online; it will be recorded for the purpose of minute taking. AJ2 asked if there were any new members present and if they would like to introduce themselves. There were no new members online.</p>
<b>2</b>	<p><b>Committee Updates.</b></p> <p><u>Chair</u> AJ2 gave feedback from MR who was unable to attend the meeting tonight. He has received feedback from members in relation to the constitution. These comments have been taken on board in order for us to make progress. We will feedback to the committee in due course. Again this will be a lengthy process in order for us to get things right. AJ2 asked volunteers to bear with us on this matter.</p> <p><u>Treasurer</u> AJ2 provided an update from LS who was unable to attend the meeting this evening. In terms of the financial report which was discussed by the committee on 5<sup>th</sup> December 23, all accounts are in order and up to date, all transactions are reconciled through Xero accounting software. The HSBC Current Account has £33, 171.65. The HSBC Savings Account has £8,446.12. The Lloyds Savings Account has £85,043. This gives us a total of £198, 660.77. Committee equals card account balance is approximately £355. Allocated funds on cards is around £2,391.75. This gives a total of £2,747.64. Total funds in relation to the charity is currently sitting at £201, 408.41.</p>

We have received multiple donations for events. The Reece Foundation donated £5,000 for the Santa Run and a £2,000 donation was received from USDAW. All is in good order with the accounts. If you have any questions relating to finance, please forward to AJ, Secretary or myself AJ2.

#### Publicity.

KL provided an update. Kirsty thanked volunteers for their responses to her email regarding the options to take part in an upcoming TV programme/documentary. KL was surprised at how quickly volunteers had come back to her in such a short time frame. KL is to get back to the TV company tomorrow morning so they can get in touch with the volunteers to present it to the BBC within the next week. KL is specifically looking for riders and drivers with particular stories as to why they volunteer for NBB. The BBC had originally requested only riders, but this has now been extended to drivers. Thank you to everyone who has contacted KL so far.

In terms of the Santa Run we have been overwhelmed with donated gifts which will be distributed to children who are currently / will be in hospital over the Christmas period. KL admitted that she had 'no words' to describe how she felt after hearing about the £5,000 donation from the Reece Foundation, to purchase toys for the Santa Run. We now have more hospitals on board and this run is getting bigger year by year. We have 8 different hospitals and 10 children's wards which we will be visiting. We have also received a £200 donation from Darlington Lions to purchase toys. Crowd Funder has also returned over £200. If anyone has any further donations please can these be dropped off at one of our drop off points. The Santa Run will start on Monday, Tuesday and Wednesday and the estimated times of arrivals have been published in hospitals and on social media as a lot of children like to come out to see the bikes and cars- weather dependent.

#### Vice Chair.

AJ2 gave feedback in relation to the uniform update which was attended by a number of volunteers. This has progressed however; it has been at a slow pace due to work commitments. We have focussed firstly on rider and driver uniforms and have also spoken to a number of other charities in relation to the jackets that they currently use. We have also spoken with NABB in terms of their jackets and we are hoping to have some samples for the next open meeting. It is anticipated that this will be a fairly lengthy process and hopefully we can look towards a cost effective solution. TT is also sourcing potential funding which may enable us to offer uniform at a discounted price to members. Please bear with us as this is a current work in progress.

Members may have seen that the survey was populated. This has now been removed and we apologise to anyone that has previously completed this. We are in the process of making changes to the survey in order to capture further information as to what people have volunteered for. We are hoping to have this out again early in the new year. We will advise when this becomes live.

#### Rota Manager

RB provided an update. We have had a few suspensions over recent weeks. We have struggled at times to cover the midnight to 7am slots on the rota. Apart from that, everything has been alright in terms of the rota. We currently have riders, drivers and controllers adding their names to the rotas early, which is really helpful. RB reminded volunteers that if anyone is available to cover split shifts, that they contact her direct. RB reminded everyone that by checking OLRs and the volunteer on shift that this will show the hours they have volunteered for on the rota. There have been lots of relays completed over the last few weeks and these have gone really well. We have further requests to assist prior to Christmas. RB thanked everyone for their support and wished everyone a happy Christmas and a prosperous new year!

#### Fundraising

RB gave an update from TT. All is ok with fundraising at the moment and TT would like to pass on her thanks to everyone who has volunteered their time to attend events this year. She also wished

	<p>everyone a very merry Christmas and a happy new year</p> <p><u>Secretary.</u> AJ stated there was no major updates</p> <p><u>Fleet.</u> <b>3</b> AJ2 gave an update for JC who currently has a power cut. AJ2 thanked Barry Bullas for his assistance and work that he's undertaken in relation to our current base locations. From this there have been a few recommendations and we are looking at options to locate a vehicle to the north of our region. Following a committee meeting, approval was given to replace the white Skoda Octavia which is currently based at South Shields. We have received a donation from GNAS to replace the bobcar. There are a few stipulations as to the requirements of this vehicle with a view to becoming more 'greener'. Therefore we may be looking to purchase a hybrid vehicle. TT is also looking at potential grant funding to assist with this option. We aim to purchase this by Easter '24. We have had a few issues in relation to vehicles whereby oil caps have not been replaced following replenishment. It was asked that everyone is a little more careful when completing vehicle checks. AJ2 passed on JC's concerns that vehicle checks are not being carried out properly and details such as mileage etc are not being recorded. Likewise any issues that arise following a vehicle must be reported to JC as soon as possible so that issues can be rectified in a timely manner. AJ reminded drivers and riders to record mileage and vehicle registrations of the vehicle they are using. Writing 'zero' mileage is not acceptable. A reminder to use the BP fuel cards as much as possible to service stations who accept these cards. It also is not a requirement to obtain receipts for fuel purposes as they automatically come to us electronically when you use the BP cards.</p> <p><u>Training</u> SW provided an update via a presentation. There have been 46 inductions since January with 7 new riders / drivers, 23 are waiting to obtain advanced qualifications and 7 are on hold. Assessments are being undertaken as soon as possible following contact with their allocated assessor. SW thanked all of our current assessment drivers and riders. We have unfortunately lost a number of assessors this year however we currently have volunteers who are training to this level. At the moment we have 38 riders, 38 drivers and 52 drivers and riders. This gives us a total of 128 active volunteers available to do shifts on the rota.</p> <p><u>Membership</u> KL provided an update for RW. There are no outstanding applications at the moment and everything is up to date. We have a few volunteers coming on board as we speak following recent advertisements on local radio stations.</p>
<b>4</b>	<p><b>Questions From The Floor.</b> There were no questions from the floor</p> <p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• <b>KL updated volunteers on this year's GNR. Our team of 20 runners generated £8,917.80</b></li> <li>• <b>CN has £1,000 to donate to NBB from himself and colleagues from Nissan after weekly fundraising events</b></li> </ul>

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