



Minutes of Open Meeting
Monday June 17th 2024 - 19:05 to 20:30
Venue: Fire Station Headquarters.

Present:	Burnett Rianne; Cooper Jason; Curran Paul; Dixon-Dawson John; Downham Kirsty; Franklin Clive; Frost Paul; Glen Jeffrey; Henderson Mandy; Hunter Neil; Jamieson Ian; Johnson Alan; Lawrence Kirsty; Laws Steven; MacNeish Ian; Mears Tom; Mitchell Graeme; Neailey John; Nelson Carol; Nicholls Craig; Ormston Jeff; Redpath Michael; Russell Judith; Snee Harry; Tait Gary; Taylor Jeff; Toland Eamonn; Wiseman Simon; Wilkes Rob; Winn Stephen; Mann Chris; Tait Ken; Lawrence Doreen; Cresswell Bob; English Carolyn; Bullas Barry; Coleman Angela; Yapp Sandra; Annan Gary
Apologies:	Johnson Alan ² ; Storey Sean; Soulsby Frank; McDonough Dave; Watts John; Everitt John; Jubb David; Browning Paul; Robson Jim; Whitmore Simon; Dalgarno Allan; Taylor Tiger; Sergeant Paul; Kinghorn Alan

No	Item
1.	<p>Minutes of March Open Meeting</p> <p>Unfortunately due to our secretary being unavailable for some time we don't have the minutes of the previous meeting, and there is a possibility that we may not ever have them. This is unfortunate but unavoidable.</p>
2	<p>Introductions.</p> <p>Prior to the meeting commencing, Mick Redpath gave a building safety brief.</p> <p>MR opened the meeting at 19.05 and thanked everyone for their attendance.</p> <p>MR asked attending committee members to introduce themselves and gave apologies for those unable to attend. Two new volunteers were given the opportunity to introduce themselves. Welcome to NBB.</p>
3	<p>Committee Updates.</p> <p><u>Rota Manager – Ria Burnett</u></p> <ul style="list-style-type: none"> ● We are still struggling at times to fully cover shifts but in the main we are managing to

avoid suspending service very often. Split shifts are helping with this, but we need people to book further in advance wherever possible.

- The new rota is still in test and development but are hopeful it will not be too long before we can introduce it. It will be trialled with some members first.
- There has been a request to consider 6 hour dayshifts also. This will be discussed at committee, but no plans at present.
- MR added his thanks to those who stand in for shifts at short notice to avoid suspension of service. This is hugely appreciated by everyone, particularly Ria and whoever is Committee on Call as it makes their job easier

Training – Stephen Winn/Paul Curran

- Stephen has taken the decision to step down from the committee and Paul has agreed to take over.
- We currently have 38 advanced training vouchers out with volunteers pursuing this qualification.
- There are a small number who have not responded to updates and the vouchers not presented. These will be chased to see if they intend to continue or we will recall the vouchers.
- There are delays in progressing people from time to time, due to various issues, and as we are all volunteers we have other priorities, so please bear with us, we will try to get people through the training as soon as we can.
- Paul is in the process of handover from Stephen, and hoping this will be completed soon. An email to all will be sent confirming when complete.
- There were 2 applications for the Training Officer position. It has been agreed that the role will be split due to the size of it. Sam Quigley will join Paul and they will work out how the split will work, but likely to be new volunteers/existing volunteers. This will also allow Paul to continue as Controller lead.

Membership Rob Wilkes

- Not a huge amount to update, we do have a steady stream of riders and drivers applications, following events we attend to publicise this. It would be helpful if we could try to emphasise the need for controllers at these events if possible.
- Everything ticking along fairly nicely

Publicity – Kirsty Lawrence

- We have been contacted by the BBC to take part in a long standing medical programme that is going to feature real stories. NABB recommended NBB as the group to come to for this. Kirsty thanked the people who have come forward to be involved.
- There is now a new Newsletter Editor, Andrea Bowie, and she will be looking for items to feature in our next issue.
- The Summer BBQ scheduled for 7th July should be a good event, no uniform required, and games have been organised. We currently have 40+ people who have opted to come, and a further email to encourage more has been sent. If there are spare places we will open these

up to family of those who are attending, with a maximum of 80 people being catered for.

- 360 challenge has raised £5k so far, and final total will be available once the last couple of riders confirm the sponsorship raised. These were paper sponsorship rather than online, hence the delay.

Treasurer – Lee Smith

- MR gave an update on behalf of Lee
- All accounts are in order and up to date. All transactions are reconciled through Xero accounting software.
- Current state of funds:
HSBC Current Account = £54,015.06 (kept high in anticipation of the fleet insurance renewal)

HSBC Savings Account = £50,924.11

Lloyds Savings Account = £85,170.99 *

Total in accounts = £190,110.16

Equals

Balance for top ups = £78.01

Allocated funds (on cards) = £1,630.93

Total = £1,708.94

Total Funds = £191,819.10

Notable events:

*The Lloyds 'savings' account was actually a business account earning no interest, the entire balance of £85,143 has been transferred to a 95 day access account earning 4% per annum at today's rate, this equates to £9.33 per day (compounded approx. £3700 per annum) additional interest.

The annual fleet insurance is now renewed, the cost is £25,872, this is with Marker Study via Gallagher Insurance. Some investigation was undertaken with other Blood Bike Treasurers, Bikesure (Adrian Flux) was a common broker used, initial discussions were not favourable regarding price.

This is an approx. 10% uplift on 2023 prices. However, the Association of British Insurers calculations detail a 33% rise from this point last year.

4.

Hospital Liaison – Sean Storey

- MR updated on behalf of Sean
- At the last committee meeting we agreed that we would reinforce collection times with the GP runs, as we were getting more requests to collect earlier which is not always possible.
- The Saturday scheduled run we have asked Sean to go back to the Trust and advise want to stop doing this as it is too short and if we don't have a car on duty we would be unable to complete.

Fleet – Jason Cooper

- Reminder that insurance declarations and licence detail confirmations are required each

year as part of our insurance requirements. There are currently 127 riders/drivers although this does fluctuate. If assessments out of date or insurance/licence checks not completed then riders/drivers will be blocked on OLRs and be unable to undertake shifts until these are completed.

- Fleet reports are addressed as soon as possible, however, it is not always possible to reply to people who report them, but rest assured we address them as soon as possible and prioritise the more important ones.
- We have no new vehicles planned for purchase at present.

Fundraising – Tiger Taylor

- MR updated.
- We have almost used the £15k grant for advanced rider and driver training (currently spent £13.8k) so there is an application in for the second half of the grant to allow us to continue this initiative.

Vice Chair – Alan Johnson (2)

- MR updated for AJ2 who is working away.
- Membership survey questions in process of being answered, approx. 50% complete. The next survey will take place in October this year in order for us to be able to issue the new ID badges in January
- We now have a new Hi-Viz jacket. This is a lot lighter and we will make available to drivers and fundraisers as well as riders. It will benefit riders who wear airvests as will be a lot cooler to wear. The blood signs are not removable and therefore can only be worn when on duty (not travelling to/from bases). There will be a refundable deposit of £10 charged for each one issued. We have placed an initial order for 50 jackets, but at present we do not have a delivery date. The sample jacket was shown and was available for people to look at following the conclusion of the meeting.
- The uniform policy is currently being updated to reflect the use of the new jacket.

5.

ICT – Alan Kinghorn

- MR updated from AK.
- Website security update issues and there will be some downtime in the next few weeks as the patches previously tried failed. These will be communicated out
- An issue with password reset on the website has seen blank emails delivered to volunteers who have requested them. We are now using a OTC (One time code) which will be sent and this can then be input to change password yourself.,
- The OTC will also be rolled out on OLRs to make password resets on this system easier and consistent, and also reinforces our GDPR position correctly.
- For assistance can people please email ICT.team@northumbriabloodbikes.org.uk for assistance as this is monitored by all of the team and means items can be addressed quickly.

Recognition Awards.

The following Volunteers received their recognition awards.

- **BRONZE:**

Ian Jamieson

- **SILVER:**

Ian Jamieson

- **Gold:**

Ian Jamieson

Well Done

6. Questions From The Floor.

- Question regarding the Mentoring scheme and if still in use. Advised that whilst the theory was good, in practice it was not successful for a number of reasons:
 - Some mentors better than others
 - Some new volunteers not wanting mentors or not responding to them
- Question from a new member regarding the time taken to get through the process from joining to riding, as it has taken 18 months for him. He is now at kit issue stage.
 - There are various reasons for delays:
 - Passing advanced test
 - Not responding to emails from training
 - Confusion over process from volunteers, although the process is shown and given out at inductions.
 - It was felt by the new member he could help improve this process by using him as an example and show where things went wrong. Paul Curran agreed to meet with him to discuss and see how we can improve things, text messages in place of emails would be one suggestion, and a SPOC for the whole process is possible, although this could be difficult to implement.
 - Also are we sending too many emails inviting people to inductions etc (up to 7) and we should reduce this to 3, and if no response then we remove from the membership

MR thanked everyone for their contribution this evening and closed the meeting at 20:30

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Chair / Vice Chair Print Name:

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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