

BBP DM/DG 05/02 /2024 Minutes

Chair Lewin Greaves (LG)

Minutes John Tolson (JT)

Also attending: Richard Deane (RD)

Grainne Canavan (GC), Rob Wall (RW), Andrew Riddington(AR)

Agenda

- Check-In
- Review of previous actions
- BBP Updates
- AOB
- Date and invitees for next DG meeting

Check-in

- **JT: Good**
 - **RD: Pretty Good**
 - **GC: Alright**
 - **LG: Good**
 - **RW: Good**
 - **AR: Good**
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RW and AR present for first part of meeting and left before review of previous actions.

RW introduced his financial report.

- ebay community registration now complete which means no selling fees.
- January income was much improved though final accounts not yet complete.
- Approximate loss of £2000 compared to nearly £4000 in December.
- Monthly overheads varying between £22,000 and £25,000.
- Current reserves are now £41,000 down from £75,000.
- Proposed that the optimum reserve level be discussed at next DG meeting.
- Suggested that financial reporting would be more accurate if held in middle of month.
- Questioned how we could reduce our overheads.

AR asked about the current policy on the budget and was told it hadn't been discussed recently.

He agreed to raise this with JP and RW before coming back with suggestions at next meeting.

Review of previous actions

Action	Who	Status
Second hand price list to be updated	GC	GC to chase TA
Leave	LG	Done
Proposal For HR approving leave.	LG	Done

Davva to do an audit on numbers needing fire and first aid training	RD	12 Co-ordinators need first aid and fire training. Cost of First Aid £108pp. Cheaper courses to be investigated.
Discuss Social Cycle	RD	Not to happen. Drew compiling document
Discuss Web Site Improvements	JT	Meeting delayed with illness. Happening on 6th Feb
RTS and Bike Kitchen	GC	Agreed, it is implemented GC to update sheets.
RTS		Short term, go down to once a fortnight due to n on mat leave). Can they do 2 staff once a fortnig

Directors update for Ops Group	Minute taker to add a link to DG minutes
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Date and invitees for next DG meeting

Date for next meeting to be 18.00 on 17th April

Chair JT, Minutes RD

Invitees RW, JP, AR