

WINSLOW & DISTRICT COMMUNITY BUS
Minutes of the meeting on Thursday 23rd February 2017
at Winslow Council Chamber 5pm

Present:

Trish Cawte	Chair / WTC / Trustee
Sue Marchant	Coordinator
Sheila Cadge	Secretary / Volunteer Driver / Trustee
Fiona Holmes	Treasurer / Volunteer Driver
Jan Pentony	Volunteer Driver / Trustee

1 Apologies

Lynne King, Andy Terry

2 Acceptance of minutes of January 26th 2107

These were accepted & signed by TC

3 Matters arising from minutes of last meeting

Insurance Claim – nothing as yet

Winslow Centre use – bus can be parked there for the foreseeable future

Extension belts – should be in grey box at front of bus (SC to check)

FH & SM still to meet re BSOG figures

DBS – conflicting information. **SM** to check with BCC

SM has uploaded - logos – in ‘publicity’, trip costings in ‘BSOG’

Special Invoices – template yet to be completed ready for sending to accountants

Thank you cards – LK suggested card used with bus on

Agreed

TC spoke to Llew re bus information going in ‘Town Crier’ **TC** will prepare for next issue

4 Secretary’s Report

SC informed committee of Policies listed on Charity Commission website

– Risk Management (yes), Investment (n/a), Safeguarding (yes), Conflict of Interest (n/a),

Managing Volunteers (yes), Complaint Handling (yes), Paying Staff (n/a)

5 Treasurer’s Report

Insurance to be paid so CCLA form not yet changed

FH still to speak to Jane re Facebook Page

6 Invoice Update

Email received from PIE – January management report ready (1 outstanding invoice from Swan House)

7 Coordinator’s Report – Questions

Bus – 2 rusty plungers replaced on tail lift – the engineer came out again Wednesday pm & replaced the 2 rusty plates at back of tail lift but couldn’t fix the latch of the rear door. He will refer it back to Treka

Replacements are now stainless steel Seat belts still twisting

Trips – This year – 7 group hires & 2 excursions

Wheelchair User – I have had an enquiry from a Housing Officer in Aylesbury about an applicant who has been offered a bungalow in Winslow. The applicant is concerned that he will not be able to access some shops in Winslow as he uses a wheelchair, so we are being asked whether the bus could take him into Aylesbury every week. As he cannot transfer to a normal seat this would mean minimum 2 seats every time & less room for shopping trolleys etc. But it is what the bus is designed for, so thought we should discuss at a meeting. The applicant has been waiting for a

property for over a year & may have to wait many more months for a property to become available.

They also want info on accessibility in Winslow itself. *This was discussed & SM will contact Bus Insurance* This is due for renewal & the premium will be £2282 this year. Are we happy to go with this or do we want to look for alternative? *Agreed to stay with original quote*

Donation We have received the donation from the Freemasons for the cost of the graphics.

Thank you letter / card when donations are received – I always send a thank you letter out except if it is just a small donation under £10 from passengers on the bus.

Extension belts, these have been purchased as noted in my report & minutes for December. There are now 4

8 Midas

Nothing to report

9 Trustee Skills

All committee to complete form & return to AT

10 Marketing

LK suggested a ‘pull up’ stand – TC researched – cost approx £200
www.Colourstudios.co.uk Rollerbanner stands

SM pointed out need to look at how dynamics have changed -which trips / visits need pushing
Brainstorming session arranged for Thursday March 9th at The Farm Deli 2pm

11 Coop Community Fund

TC/LK looked in detail Specific project needed to apply for money

12 Swan House Meeting

TC met with Josh – idea of short trips for residents lasting about 1 hour
egs sensory garden, Stowe visit, more mobile to go on existing trips
Could be funded by Coop scheme

Principle agreed

13 Buckingham Rural transport Meeting

TC attended meeting. Buckingham need combination of car service & bus
We would offer advice & support

1 idea to pick up for selected Film Night in Buckingham / Milton Keynes /Aylesbury
TC to bring programmes to March 9th meeting

14 Correspondence

Email received re police initiative – decided project needed before applying

15 Items for information / to be included in next meeting

LK to be asked to submit invoice for SM’s leave

16 Date of next meeting

Thursday 9 th March	2 pm	Farm Deli	Brainstorming
Thursday 23 rd March	5 pm	Council Chamber	Committee

Signed as correct:

Trish Cawte (Chair)

Date: