

WINSLOW & DISTRICT COMMUNITY BUS

Minutes of the meeting on Thursday 24th January at WTC meeting room 3.30 pm

Present:

Trish Cawte	Chair / WTC / Trustee
Sue Marchant	Co ordinator / Volunteer Driver
Sheila Cadge	Secretary / Trustee
Fiona Holmes	Treasurer / Volunteer Driver
Lynne King	Trustee / Volunteer Driver
Jan Pentony	Trustee

1 Apologies

Andy Terry, Bex Williams

2 Acceptance of minutes of 22nd November 2018

These were accepted & signed

3 Matters arising from minutes of last meeting

All items covered in agenda

4 Secretary's Report

SC & FH met, & all Charity Commission & Companies House details checked, updated & £13 paid.

5 Treasurer's Report

Balance £15K+ this includes VAT refund of £1000+, Interest from CCLA
Cheques paid out - SM's pay for Dec & Jan, Bernwode hire, Treka for step
Donations received from Grt Horwood (£900), Lt. Horwood £50, Daphne Spinks family (£500)
SM to chase Practical Hire for corrected invoice, U3A for outstanding cheque

6 Coordinator's Report

Bus The bus was picked up on Wed January 2nd and taken up to Treka to have the manual step fitted. I used the Bernwode bus to cover, but had to use Braziers for Wednesday 9th service. Bus was returned afternoon of 9th, all looking OK but the door has been sticking when closing, so having to close it manually. I am keeping an eye on it and have emailed Treka to let them know.

A driver over-filled the bus with oil last week. I had done exactly the same thing last year (with the same hiring group too!). He measured oil level with dip stick and it read below minimum, so he put in 1 litre can. Then when he got to Buckingham a warning sign came up – Reduce oil level immediately! When this happened to me I drove it to Hughes in Aylesbury (I was on my way to London), and they drained most of the oil out! Apparently if it's over full it can expand and get forced into the sump which ruins the engine. Anyway, I rang Ring Road Garage and they kindly agreed to have a look at it. They measured the oil level about 6 times very carefully and came to the conclusion it was just below Max so said OK to drive. The light came on sporadically over the next few days, so when the bus went in for its 8 weekly last Friday, Hughes drained some of it out. Apparently, they advise to only fill half way between the Min and Max markers.

I have sent out advice to all drivers.

The bus had its 6 monthly Tail lift service and weight test today.

Trips Since the last meeting we have run 6 excursions and had 7 group hires.

Christmas Lunch The Christmas lunch did not have as many takers this year, about 40 altogether, but everyone seemed to enjoy it.

Westcroft This is still filling up most months, a bit of a dilemma as some passengers are on a rolling booking whilst others have to book up each time. If it continues to fill up, I may look into putting on another one that runs into the Claydons as well. Buckingham Bus and Asda trip both nearly full this month too.

*After discussion - those wishing to go to Westcroft will be able to book 2 months in advance
- those from steeple Claydon will be offered a 'new' run on 3rd ? Tuesday
This would be a registered scheduled run. SM has applied to MK for subsidy*

Vol Driver Andy trained up our latest recruit at the beginning of December. He drives guided bus tours from London so could be very useful with new ideas for trips.

Stewkley PC We ran one trip to MK1 for Stewkley, about 10 people booked up for it and they are having another trip to Buckingham Garden Centre in February.

We will then have to discuss ways forward and how we can support them in the future.

Donations I sent out our applications for funding to all Parish councils, and Gt. Horwood have awarded us £900.00 towards the cost of our replacement step. Also, Mrs Patricia Rudkin has also donated another £1000.00 towards the bus.

Leave I will be using up my long overdue leave, taking off a couple of weeks now and also having all of March off.

LK will cover this period – 2 weeks in Feb, then all March

7 Future maintenance of bus - ongoing

8 Training- more sessions – dates to be decided at April meeting

9 Telephone, Broadband & Server Update – everything seems good

10 Leaflet Drop – update

Dates to be decided at February meeting

11 Car Insurance

SM to ask drivers to check their insurance if carrying passengers to a bus function
eg coffee morning, AGM, using their own car

12 Stewkley Bus Trial

Stewkley seem unlikely to be able to sustain a vehicle of their own
Committee will discuss how Winslow can assist – 2.30pm Feb 28th

13 Mileage for drivers

After discussion, SM to send all drivers a reminder that they can claim .35 per mile
This should be put on the Subs Form

14 Office Furniture

Decided table/desk, office chair, 8 stackable chairs, lockable cupboard with 4 shelves needed
LK to coordinate

15 Christmas Lunch

See item 6.

16 CTA Performance Standards - Ongoing

17 Items for information / to be included on next agenda

SC gave apologies for April meeting

19 Date of next meeting

Thursday Feb 28th

WTC

2.30pm for Stewkley Bus discussion

3.30 pm for committee meeting

Signed as correct:

Date:

Trish Cawte