

WINSLOW & DISTRICT COMMUNITY BUS
Minutes of the meeting on Thursday 24th May 2018
at Winslow Council Chamber 4.30 pm

Present:

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

1 Apologies

Jan Pentony

2 Acceptance of minutes from Thursday 26th April 2018

These were signed as correct by TC

3 Matters arising from the last meeting

SM to upload Insurance Forms. Use 'overwrite' when adding diary information

Running the Westcroft bus from S. Claydon has yet to be registered

SM to send copy of 'How to drive the bus' in pdf form to all

Committee thanked **SM** for her work in completing the D of T Consultation document in such detail

4 Secretary's Report

There was none

5 Treasurer's Report

Balance is £14K +, but several large cheques are outstanding.

FH will move £5K + over The relevant forms will be signed at next meeting

6 Coordinator's Report

Bus Rear top o/s light was fixed – it seems to happen quite often so could be a loose connection.

On Sat 5th May when driver went to start the Aylesbury Market run, he found there was a puncture in the front n/s wheel. I had to ring round all regular passengers to cancel and Hughes/Mercedes came out to fix under our Mobilo care plan arrangement.

Trips Since the last meeting we have had 5 excursions and 5 group hires.

Warranty work I took the bus to Leighton Buzzard to have its tail lift service and Loler done

Meeting I had a meeting with Peter Johnson from RACB to discuss permits. I rang a community bus operation that runs similar services to our own who run under the same permits as we do.

Leaflets Leaflets were delivered in Lt Horwood and Gt Horwood.

Dept Transport Consultation This was completed & sent

7 Telephone update & future office/storage space

After meeting between **TC**, **AT** & Charles, server will go in front office area at WTC.

WDCB storage space was agreed to also be in the front office.

Parking the bus at the rear of the building is not possible at present.

TC will check where post is delivered. Mail will need to be redirected

Phoneline will be diverted (same no.)

8 Passenger Emergency Contact

After discussion & rewording, **SC** will email committee with adjusted form

AT will purchase address stamp for SAE's

9 Data Protection

TC to send revised copy of Data Protection Policy to Trustees

10 CTA Performance Standards

Ongoing

11 Section 22

This is now covered within Membership Forms

12 Leaflet Drop

Grt Horwood to be completed Friday May 25th pm.

Nash, Whaddon leaflets to be distributed Weds May 30th 2pm meet Piccadilly

13 Trustee Event April 25th

Only 2 people showed an interest, 1 is being met Tues May 29th

14 WADLAF

TC informed committee there is money available. All to consider if there is an area in which we could apply

15 AGM, Coffee Morning Dates

TC to contact Derry Suggested AGM – Thurs 27th September (2-4 pm)

Coffee Morning – Sat Oct 27 (9-1 pm)

16 Items for Information / Inclusion on next agenda

Info – TC read from Risboro's Consultation Document

Agenda – Trustee process, Future Training, Future maintenance of bus

17 Date of next meeting

Thursday 28th June

Winslow Council Chamber

3.30 pm

Signed as correct:

Date: