

WINSLOW & DISTRICT COMMUNITY BUS

Minutes of the meeting on Thursday November 22nd 2018 at WTC meeting room 3.30 pm

Present:

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

1 Apologies

Trish Cawte, Jan Pentony, Bex Williams

2 Acceptance of minutes of 25th October 2018

These were accepted & signed

3 Matters arising from minutes of last meeting

D1 discussion deferred, **SM** has written to Charles, Theatre trips will restart in spring 2019

4 Secretary's Report

SC & FH met to check & update information held by Charity Commission & Companies House

Final meeting is on Dec 7 when accounts will be sent (Can only be sent between Dec 1 & 15)

Some emails/tel contact numbers now mandatory. These will be added on Dec 7

(**BW**'s details will be added as a trustee later as she commenced in Sept '18)

The public can only access Trustee's names & NOT any personal details

Reminded committee that a £13 fee is paid to Co. House

SM to check if DVLA notified of address change

5 Treasurer's Report

Balance is £13K+ (£7.5K not yet transferred) Cheques signed for distribution

PIE standing Order has now been sorted Refund received of £700+

All bank info will now come to 28 High Street

One set of accounts was sent to Grt Horwood prior to their donation to WDCB

FH to ask Robin for accounts to be finalised

6 Coordinator's Report

Bus On 30th October whilst out on a trip, the step caught an invisible object in the middle of the road, which severely damaged the casing, and jammed the step. It also lifted the flooring a little which stopped the door from opening. After hitting it with a hammer, the door will now open and close but we are left without a working step. It seems the only option that Treka can offer is to put in a manual step, costed at £2599.00 + VAT. (see quote attached). Another option is to find a local step manufacturer and see if they can fit a step, but there might be an issue with the relationship with the door.

I received 3 invoices for the 3 visits from Alfa Tail Lifts to resolve a previous step problem £196.20 £210.71 and £123.76 . They came out on Sept 10th (£123.76), then again 20/9 (£196.20), it stopped working altogether the next day, so they came out again 25/9, and replaced the micro-switches (£210.71), which was obviously the fault in the first place. I challenged the amount they were charging and they cancelled the last bill £210.71 and only charged for parts. Again on 31-10, after the damage, I asked them to come out and look at the step on their way

back from another job. They turned up an hour earlier than arranged, so I had to send them on their way as the bus was out. They tried to charge £90.00 for that, which I challenged again, and they dropped it.

The bus had the rear window repaired on the insurance, meaning it was off the road for 5 days, so we had to use a hire minibus. It has also had a rear tyre slow puncture repaired.

Trips We have run 3 excursions and had 2 hires since the last meeting

Leaflets I have received the Claydon leaflets and new address stickers so can start delivering shortly.

Coffee morning Although we did not have many people along on the day, we still managed to make over £350.00. I think although the venue is nice, it is only really accessible to folk who can walk there as parking is a problem. I think we may have exhausted the Spooky theme too! Maybe try something different next year.

Stewkley Bus I met with members of a committee set up to look into options around having community transport in Stewkley. They have some 106 funding for it.

I suggested them doing some test runs using our bus – the first one will be a shopping trip to MK1 in December. They have paid their affiliation

*Trustees to think about what we want out of this To be reviewed after trial trips
Perhaps meet & start discussions*

7 Step

See item 6

After discussion, trustees agreed with **SM** that she reverts back to manual step

SM to ask how long it will take to alter / cost of a replacement bus while work is done / assurance that 'voices' will return

8 Future maintenance of bus

Ongoing discussions

9 Training- more sessions

Server training by **AT** Date to be decided in New Year

AT told committee of password for WDCB net

10 Telephone, Broadband & Server Update

New mobile is now in use, broadband & server all working

Actual account is v. complicated **AT** will write to BT to resolve issue

11 Charity Commission changes

See item 4

12 Leaflet Drop – update

SC & LK have the sticky labels to update the leaflets

Once the inserts have been done, dates will be set to deliver them

(Steeple Claydon – 500, East & Botyl – 160, Middle – 40)

There has not been any noticeable take up so far

13 Car Insurance

AT sent link to committee re Car Insurance After discussion, it was decided that should any current WDCB driver transport a passenger to any bus function (AGM, coffee morning) they should confirm with their own insurance co that they are covered to do so.

14 Office furniture – table & 8 chairs - deferred

SM to ask for 2 tables Decision to be made re storage cupboard

15 Coffee Morning

See Item 6

16 Christmas Lunch

All in hand Help is most needed on the day

17 CTA Performance Standards - Ongoing

18 Items for information / to be included on next agenda

AT to carry out licence checks

AT, SM to contact new volunteer driver

TC to revise GDPR document & resend

19 Date of next meeting

(**NO** meeting in December)

Thursday 24th January 2019

3.30 pm

Signed as correct:

Date:

Trish Cawte