

**WINSLOW & DISTRICT COMMUNITY BUS**  
**Minutes of meeting held on Thursday 8<sup>th</sup> October 2015**  
**at the Winslow Centre 7.30pm**

**Present:**

Trish Cawte	Chair / WTC / Trustee
Sue Marchant	Coordinator
Sheila Cadge	Secretary / Volunteer Driver / Trustee
Fiona Holmes	Treasurer / Volunteer Driver
Lynne King	Trustee / Volunteer Driver
Alan Eatwell	Trustee

**1 Apologies**

Jan Pentony, Andy Terry

**2 Acceptance of minutes of last meeting**

These were accepted & signed by TC

**3 Matters arising from last meeting**

\*TC emailed letter re payment of Trustees

\*TC has not yet heard about the lightweight constitution & will chase

\*There is still money outstanding on BT bill (£299.69) It was decided to clear the debt so we can move forward & have both bills on line. SM will bring all relevant bills to next meeting

\*SM has her original contract & will send to Trustees so it can be updated

**4 Coordinator's Report**

Since last meeting there has been 15 excursions, 7 hires

Bus broke down on visit to Chartwell House. Passengers taken to House by Chartwell minibus, brought home in 3 taxis (covered by insurance) Bus was recovered, 'fixed' & returned – needed new drive belt Hire bus used

Step then failed, Steve repaired it again

Costs were covered at a very wet Winslow show

Had puncture on a Wednesday morning run

AGM took place downstairs in Youth Centre

Oil found leaking onto rear wheel. Bus recovered – broken oil seal

Tail lift has been used recently

2 new drivers are now trained up

Had call from Mellor – other Community Transport groups have heard & been given the 'go ahead' for a new bus TC will contact Rachel Gilbert at Dept of Transport

**5 Secretary's Report**

SC & FH met 24<sup>th</sup> September & accounts & relevant information have been sent to & accepted by Charities Commission & Companies House

At next meeting – some information needed from LK & AT

There are new questions asked each year & a copy of these will be brought & shown to Trustees in November

**6 Treasurer's Report**

FH has had no confirmation from TSB about new signatories Will go direct to bank to check Payments to SM were late so 2 months worth of Petty Cash paid & SM's pay was adjusted

**7 Health & Safety** ] Email received from AT  
**8 Drivers** ]  
**9 Midas Training** ]

### **10 Funding**

**SM** to look at letter to John Bercow asking if he would become President of the charity

### **11 Winslow Market Bus**

**SM** not heard from any shop previously visited ! Suggested ask market traders if they would give discount to bus passengers

### **12 Winslow Show**

See item 4 Everything moved into bus

It was noticed how many youngsters loved sitting in drivers seat as though they were driving bus  
Perhaps a driver's hat taken next year & photo taken ?

### **13 Coffee Morning 31<sup>st</sup> October**

In St Laurence Rm- 10-12 Set up from 9am

Terry Capstick has bric a brac **SC** to contact  
Donated books held at Town Office – **LK /SM** to collect  
**LK** Halloween décor ! Poster for A-frame  
**SC** Tombola Email posters to committee + Town Clerk  
TC + daughter Organise tea / coffee etc  
**FH** Produce + cake stall  
**SM** Banner / Bric a brac

### **Christmas Fayre 26<sup>th</sup> November**

Decided – not this year

### **14 Correspondence**

There was none

### **15 AOB**

\*Email received re school taking over more of Winslow Centre building. **SM** has confirmed that we can still park bus on site, have the driver's car there, keep keys there

\***TC** attended Community Impact Bucks conference There is a Vale Lottery for charities. **TC** will send info to committee

\*Working party to clear office (**SM**, **FH**) to meet 14<sup>th</sup> October 11 am

**LK** to check if Staples have a shredding service

For next agenda – BT bill, H & S, Midas, Drivers, Policies

### **16 Date of next meetings**

Informal meeting	10.30	Thursday 22nd October	Council Chamber
Committee meeting	tbc	Thursday 12 <sup>th</sup> November	tbc

Signed as correct:

Trish Cawte (Chair)

Date: