

WINSLOW & DISTRICT COMMUNITY BUS

Minutes of the meeting on Thursday October 25th 2018

at Winslow Council Chamber 3.30 pm

Present:

Trish Cawte	Chair / WTC / Trustee
Sheila Cadge	Secretary / Trustee
Fiona Holmes	Volunteer Driver / Trustee
Lynne King	Volunteer Driver / Trustee
Jan Pentony	Trustee

1 Apologies

Sue Marchant, Andy Terry, Bex Williams

2 Acceptance of minutes of August 23rd 2018

These were accepted

To be signed at next meeting

3 Matters arising from minutes of last meetings

Further D1 discussion deferred

4 Secretary's Report

SC will meet **FH** Nov 2 & 14 to start returns for Charity Commission & Companies House

5 Treasurer's Report

Balance is £10K + Several cheques were signed

Cheque for PTL tail lifts to be resolved

3 forms were signed re change of address

6 Coordinator's Report

Bus An engineer came out on 20th September to repair the step, as it had been sticking out and not retracting immediately. He lubricated all moving parts, and also spoke to Treka about the control unit. He found a small harness plug with a pin pushed in that he thought might be causing the problem, and the step seemed to go in and out after he had modified it. The 'voice' stopped working. He thought this to be a speaker fault. The next morning when driver tested the step, it came out and would not retract at all. I talked them through undoing and stowing so that they could run the Aylesbury service (though late!). The engineer came out again on 26th September. He removed the bottom cover from the step and replaced both microswitches, after which the step worked perfectly. I had previously suggested it was the microswitches at fault because this has happened a few times. The first bill was for £196.20 and the subsequent one was £210.71.

On a group hire to a NT property, a driver drove down the wrong turning due to signs not being in the correct place and had to reverse in a tight spot. He caught a rear passenger window on some roof guttering and it shattered. I found a nearby auto glass repair garage and they fitted a Perspex window while he waited for only £80.00. I am claiming on the insurance and P&A in Waddesdon

will be doing the repair but need the bus for a full working week. I am trying to fit in with the availability of the Waddesdon bus.

Trips Since the last meeting we have had 8 excursions and 7 group hires.

Leaflets I have ordered the Claydon leaflets so will be delivering shortly.

Winslow Show This went very well, with a lot of activity around the bus. We received a cheque for £300.00 from the organisers.

AGM I thought this went off very well, and was well attended by passengers who all enjoyed the Bucks Fizz and cake on offer! It was also a nice occasion to be able to say thank you to Sheila and Jan.

Drivers I will be doing a concerted recruitment drive for more drivers as this last year we have lost Sheila, Jan, Judy and Phil – all to old age!! Also a new driver Tim has had to have a replacement valve surgery so won't be back driving until next year. I have put requests in the Parish mags, but maybe some posters around town, in the library and doctor's, Men in Sheds? Etc.

7 Training - more sessions

Deferred to next meeting

8 Trips / Live streaming – update

See item 6 **LK** to contact **SM** re possibility of driving some of these

9 Telephone, broadband, server update

AT emailed committee – Telephone line – now moved to WTC, Broadband installation completed & will now be billed, Server physically moved

Waiting for tech BT support to contact re static IP address before server is brought back on line

New bus mobile is sourced, awaiting new sim card.

AT recommends source our own sim – quicker, easier & controllable.

10 Moving – thanks

Trustees asked **SM** to write to thank Charles + WTC for their help & provision of a space

11 Future maintenance of bus

See item 6

12 Charity Commission - changes after AGM

SC & **FH** will advise of any changes at next meeting

13 CTA Performance Standards

Ongoing

14 Leaflet Drop – update

See item 6 **TC** will order more 'new address' labels

15 Car Insurance

Deferred to next meeting Trustees to look at link sent by AT
www.honestjohn.co.uk/askhj/answer/110339/i-work-for-a-charity---what-kind-of-car-insurance-do-we-need-for-taking-clients-out-

16 Winslow Show Report

See item 6

17 Coffee Morning -Sat 27th October 9 – 1 pm

Committee checked thro Aide Memoire, lock code confirmed, SLR booked from 9 am

Tables, decorations to be set up Friday- 8.30pm

18 Items for information / to be included on next agenda

GDPR update, Coffee morning report, Xmas lunch, car insurance, leaflet update, future training, driver recruitment, office furniture.

19 Date of next meeting

Thursday November 22nd Winslow Town Council Upstairs Meeting Rm 3.30
pm

Signed as correct:

Date:

Trish Cawte