

WINSLOW & DISTRICT COMMUNITY BUS
Minutes of the meeting on Thursday 23rd January 2020
at WDCB office 3.30 pm

Present:

| | |
|--------------|---|
| Trish Cawte | Chair / WTC / Trustee |
| Lynne King | Coordinator / Volunteer driver |
| Sheila Cadge | Secretary / Trustee |
| Jan Pentony | Treasurer / Trustee |
| Andy Terry | IT coordinator / Volunteer Driver / Trustee |

1 Apologies

F. Holmes, S. Marchant

2 Acceptance of minutes of November 28th 2019

These were accepted & signed by TC

3 Matters arising from minutes of last meeting

Need to ask for donations for Winslow Show

LK making changes to bus leaflets

SM to send time sheet to **JP**

Rafiq from YA is in touch with **LK**. Trip booked to Waddesdon Manor

Result of Trustee interviews – both to be appointed **TC** to email them with result & dates of meetings

4 Secretary's Report

SC & **JP** met to complete Companies House requirements

5 Treasurer's Report

£10K transfer not reflected in Dec accounts

JP to contact PIE re breakdown of monthly accounts

6 Coordinator's Report

*Since Nov meeting, the bus has had 6 hires, 2 excursions & a Xmas lunch

*Section 19BSOG sent, Section 22 requested & *LK has confirmed our address !*

JP to ask PIE for BSOG figs for Sect 22 for 2019 (Not certain if this impacts on cashflow)

Permits due Sept 2020 (Worth reading gov. consultation on Sect 19 / 22 permits)

After discussion, decided to have another 6 mth PO change of address

***Bus –Thursday 24th Dec** I met with Morgan from Treka to discuss paintwork on the bus.

Also talked about back door & lock problems we have been having.

He agreed to send out an engineer to look at locks & sensors.

Paintwork issue is ongoing & I will follow it up

***Mon 16th Dec** Bus had 8 weekly & 'A' service Back rear nearside lens replaced

***Tues 17th Dec** Engineer from Wilson's Auto Electric Services came. Tightened backdoor lock, realigned sensors, lubricated back door. All good

*Refund from insurance of £75

*Bus Registration Form updated with new address

7 Audit by Martin Nye (due March 31)

LK to meet M. Nye 2 pm Feb 2nd **JP, SC** to go as well

8 BSOG & Permits

See item 6

9 Grant Applications

Received from :

Grt Horwood - £500+, Whaddon - £100, E Claydon – £100, Swanbourne - £50, Mursley - £50

Thank you emails sent All parish contact details updated

10 Parking Fine

TC has Observer article with similar problems !

LK has asked for photo evidence as there is no unaccounted mileage ! LK will continue

11 IT Update

Power cut during week, so server out for a while

12 Leaflet Update

LK working on changes prior to final deliveries

13 Christmas Lunch

Successful event at Old Thatch Bernwode bus used but LK recommended it be only for short trips !

14 Villages – newsletters update

LK has made a newsletter for village noticeboards

To be sent to Parish clerks on 20th of each month asking for it to be displayed after 25th of month (Dates may be adjusted to try & find best/ fairest system for all to book trips)

15 Costings JP update

JP has this in hand LK will send previously used spreadsheet

16 SM Report

There was none

17 Future Projects – Theatre/ Wednesday Trips Men in sheds Norden House Others?

SM will concentrate on covering LK'S absence & come in when required

Suggested new trustees to be asked re projects

18 Spring Event / 20th Anniversary

Discussion deferred

19 AGM Date / book Bowls Club

LK to ask Victor for use of Bowls club on Weds September 23rd 2020

20 CTA Performance Standards

Ongoing

21 Items for information

Editor of Parish News thanked LK for format of bus information

SC to bring policies to Feb mtg for updating

April 23rd mtg – 4 pm start

Discussion re 'bus life' Need to start new bus dealings Jan 2021

22 Next Trustee meeting – date & no. a month

Trustee mtgs as & when needed Committee mtgs 4th Thursday of month 3.30 pm

23 Date of next meetings

| | | | |
|-------------------|------------------------------------|-------------|----------|
| Committee meeting | Thursday February 27 th | WDCB Office | 3.30 pm |
| TAM meeting | Friday March 6 th | WDCB Office | 10.30 am |

Signed as correct:

Date:

Trish Cawte