

Winslow & District Community Bus

Minutes of Trustee Meeting held on Wednesday 15th April 2009 at the WTC

Present:

John Gilbey	Chair
Margaret Ford	Secretary
Joanne Voyce	Treasurer
Trevor Cocks	Trustee
Michael Sutton	Trustee
Terry Windsor	Trustee
Sue Marchant	Coordinator

1: Apologies:

- Victor Griffiths

2: Minutes of Previous Meeting on 18th March 2009:

- The minutes were accepted and signed by **John**.

3: Matters Arising:

- **Sue** has given a copy of the constitution to **Trish**.
- The minutes are now being posted on the website.

4: Secretary's Report:

- **Trish's** Trustee form has been sent to Companies House.

5: Treasurers Report:

- Jo clarified that for the insurance repairs we were charged VAT, but can reclaim it.
- Jo and John have an appointment to go and see a new accountant in MK
- TC remarked we had 5 years to get £50,000 into the New bus fund.
- Jo to get forms for JG to be a cheque signatory.
- Jo to draft e-mail to Charity Commission re: 'Deposits in the COIF Charities Deposit Fund are not covered by the Financial Services Compensation Scheme. The Manager will pay fair compensation on eligible claims arising from its negligence or error in the management and administration of the Fund'. To be kept as an Agenda item.

6: Coordinators Report:

- We have had 6 excursions and 3 group hires since last meeting.
- Bus has to go in to Hughes for some recall work.
- All drivers must keep a log of start and finish mileages for ALL trips so that records can be kept for BSOG.
- Sue would like to have some new leaflets printed. Will have some examples and prices for next meeting.
- Some passengers have been asking about our next Coffee Morning. JG said to add it to agenda for next meeting.
- Sue to ask Brian if he is still interested in becoming a Trustee and maybe H&S officer.
- Sue asked for ideas for The Winslow Show.
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7: Health and Safety:

Sue to add Step onto safety checklist and to ask Hughes to grease it at 8 weekly inspections.

8. Any Other Business:

The Trustees agreed salary increase to the Co-ordinator of 2.25% from 1st April 2009.

9: Date of Next Meeting:

Wednesday 20th May 2009 at 8pm at Winslow TCC