

Winslow & District Community Bus

Minutes of Trustee Meeting held on Wednesday 19th August 2009 at the WTC

Present:

John Gilbey	Chairman
Margaret Ford	Secretary
Trevor Cocks	Trustee
Michael Sutton	Trustee
Terry Windsor	Trustee
Sue Marchant	Coordinator
Trish Cawte	Trustee/Winslow Town Council
Brian Fuller	Trustee/Volunteer Driver

1: Apologies:

- Victor Griffiths
- Jo Voyce

2: Minutes of Previous Meeting 22nd July 2009:

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

3: Matters Arising:

These were all covered in the meeting.

Llew Monger gave a presentation about the Winslow Youth Bus Project.

This is for a Friday evening bus service to MK for young people to access cinema, swimming etc. possibly twice a month. It would be pre-booked only, and a £5.00 fare would be charged.

Parents would drive and supervise. A parental contract would be drawn up.

There is funding available through the Local Priorities Budget.

Responsibilities for administering the project was discussed. **MS** suggested it would be unrealistic to expect **SM** to manage it.

Trustees to discuss, and **SM** to advise on actual costs. Agreement required to make presentation for bid on Sept 30th.

Any issues to be addressed to WTC Clerk.

4: Secretary's Report:

- **MF** reported that the forms for **BF** to become a Trustee had been sent off.
- **MF** to stay on as Secretary for another year.

5: Treasurers Report:

- **JV** was not present to give a report. The following was discussed in her absence:
- **JV** has contacted a Catherine Dack of New Leaf Accountants in MK, who has offered to take on the duties of Treasurer, at an approximate cost of £80.00 a month. General agreement that someone more local would be appropriate.
- **SM** to ask Jean Pollock, a volunteer driver, if she would be interested in being Treasurer. This would be a paid post. If no joy, **SM** to contact Vale Volunteers.

- **TC** suggested advertising in the Parish Magazine for a volunteer Treasurer.
- Decision must be made by end of August in order for **JV** to hand over responsibilities by 2nd week of September.
- If no-one else comes forward **JG** proposed going with Catherine Dack on a temporary basis.
- **JG** to e-mail **JV** to keep her informed.
- Re: Transferring NBF account to Lloyds TSB, it was decided to leave the accounts as they are until a new Treasurer is in post.

6: Coordinators Report:

- There have been 5 trips and 5 group hires since the last meeting.
- The bus passed its MOT, Hughes of Aylesbury had presented a bill for £1505.00. This included a new tyre, fitting 2 new seat belts, steam cleaning, preparation of the bus, and taking the bus to Leighton Buzzard for the test.
- The tank capacity of the bus is 100 litres, therefore it has 500 mile range. **SM** had calculated that it does 22.5 miles to the gallon, 5 miles a litre.
- **SM** has contacted the contact re: new laptop, and it was agreed by Trustees that she could buy a Dell Inspiron, to be upgraded, for £399.00 incl VAT and delivery.
- **SM** has purchased seat belt signs and will put them on the bus.
- A new driver, Brian Goodban, has offered to take on the Wednesday run on a regular basis.
- **SM** has reduced the number of trips for September due to lack of drivers.
- The Trustees agreed in principle to **SM** taking some extended unpaid leave next year, with the possibility of Jean Pollock, at present a volunteer driver, taking on the responsibilities.
- **SM**'s contract of employment to be revised and updated.
- The Winslow Show was discussed, **TC** and **JG** to provide **SM** with Highway Code questions and signs to incorporate into questionnaire for show.

7: Health and Safety:

- No matters were discussed.

8. Any Other Business:

- The upcoming AGM was discussed. **SM** to send letters out to all Groups, Trustees, and passengers. **MS** offered to get the wine, **SM** to buy juices, **MF** offered to get the food. **TC** and **BF** unable to attend.

10: Date of Next Meeting:

AGM – Thursday 24th September, 7.45pm in the Hall of The Winslow Centre

Page 2 of 2