

# Winslow & District Community Bus

Minutes of Trustee Meeting held on Wednesday 17<sup>th</sup> February 2010 at the WTC

## Present:

John Gilbey	Chairman
Margaret Ford	Secretary
Jean Pollock	Treasurer
Sue Marchant	Coordinator
Victor Griffiths	Trustee
Trish Cawte	Trustee/Winslow Town Council
Brian Fuller	Trustee/Volunteer Driver
Sheila Cadge	Volunteer Driver
June Hodges	

## 1: Apologies:

- There were no Absentee's

## 2: Minutes of Previous Meeting 20<sup>th</sup> May 2009:

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

## 3: Matters Arising:

- Still awaiting confirmation from **David Rowlands** that he has accepted the offer to be Vice President of Winslow and District Community Bus.
- We received a generous total of £300 from the Winslow Show Association.

## 4: Secretary's Report:

- Our Annual Report has been accepted by Company's House.
- **MF** is giving plenty of notice that she will be resigning as Treasurer at the September 2010 AGM, so that her replacement can have a seam free takeover.

## 5: Treasurers Report:

- Asset depreciation is taken into account on the Profit and Loss Statement for the period 1.4.2009 to 28.2.1010, showing a loss of £14539.10.
- The balance of our Current and Deposit accounts total £24781 as at February 2010.
- **JP** will update the bank mandate to include **TC VG** and **SC**.
- We have confirmation that WTC have donated £5000 to the bus.

## 6: Coordinators Report:

- The bus was repaired and back in service on 2<sup>nd</sup> January and seems to be running well albeit with some problems with the passenger door and step. **SM** has the knowledge on how to re-boot the step.
- **VG** will check out the sticking back door and slightly increase the seat spacing's.
- We cancelled 4 bus services and 2 group hires in January due to the snow.

- We now have all the bills to hand to allow us to put in the insurance claim for the crash.
- **VG** covered **SM**'s 19<sup>th</sup> January to 3<sup>rd</sup> February holiday.
- There have been 7 excursions and 14 group hires since the last meeting.
- 60 people attended the Christmas meal at the Bell Hotel. The queuing, carvery nature of the meal was not felt to be best suited for our clientele.
- We currently have 10 active volunteer drivers, with a further two or three who may come on board.
- We discussed the requirement that babies carried on the bus, need to have the correct seat/harness.

**7: Proposal of Sheila Cadge as Trustee:**

- Proposed by **JG**, seconded by **BF**, and unanimously passed.

**8: Update of Town Council Plans for Youth Bus:**

- It is hoped the scheme can move forward after the Meeting on 25<sup>th</sup> February at the Youth Centre. **VG** will attend for the bus.

**9. CRB checks:**

- Legally, we do not have to update CRB checks on our volunteer bus drivers. However, **SM** will check out the question of continuity of service for the drivers.

**10. Driver Licence updates:**

- **SM** has sent out update questionnaires to all drivers.

**11: Health and Safety:**

- No issues were discussed.

**12. Correspondence:**

- The letter from WDC advising our £5000 donation, gives details of the new format for future requests for funds: which will include the need for a presentation. **SM** has diarised this in October 2010.
- **TC** and **MF** will attend the WTC AGM on 29<sup>th</sup> April to collect the cheque.

**13. Any Other Business:**

- **TC** and **SM** will attend the Forum Planning meeting on 25<sup>th</sup> Feb.
- **TC** and **SC** will attend the Rural Transport conference on 2<sup>nd</sup> March.
- **BF** and **SM** will look into the possibilities of sourcing storage boxes behind the rear seats of the bus, taking into account the need to keep gangways clear.
- **June Hodges** has attended this Meeting with the possibility of joining us as a Trustee.
- **BF** intends to continue to hold a D on his licence upon reaching 70, to carry on driving the bus.

**10: Date of Next Meeting: Wednesday 17<sup>th</sup> March at 8pm at WDC.**