

Winslow & District Community Bus

Minutes of Trustee Meeting held on Wednesday 17th June 2009 at the WTC

Present:

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

1: Apologies:

- **Terry Windsor and Joanne Voyce**

2: Minutes of Previous Meeting 20th May 2009:

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

3: Matters Arising:

- We are anticipating a smooth changeover to new accountants, **Robin Headlam**.
- **DF** is 70 on 22nd of September. His Midas certificate expires on 1st July, after which he will need to retake a test to carry on driving.
- When laptop replaced, **VG** asked for old one to use with Midas testing.
- The coffee morning date is still to be agreed upon.
- **JV** action on bank mandate changes is outstanding.

4: Secretary's Report:

- Subject to accounts being ready, the AGM was agreed for Thursday 24th September.

5: Treasurers Report:

- No report in the absence of **JV**

6: Coordinators Report:

- There have been 4 trips and 7 group hires since the last Meeting.
- Passenger door and step now working O.K.
- Agreed it was in order for passenger to fetch booster seat for their child.
- It is not law, but it is our policy that all passengers wear seatbelts, for their, other passengers and the drivers safety. **JG** and **VG** will liaise regarding more signage.
- Stowage for wheelchairs, walkers and shopping is a problem. **JG** and **VG** will liaise to see if passenger's leg room could be slightly squeezed to allow more storage space.
- **SM** is on holiday from 26th June till 11th July. **VG** will deputise.
- **SM** will circulate proof of new bus leaflet before ordering 500 copies.
- **TC** suggested we hand to our customers the on line Town Plan questionnaire.
- **SM** recalled a hazardous trip in London, where the limited headroom prevented our bus from entering a major road.
- **SM** to get the damages nearside wing mirror mended.
- **BF** suggested the near front tyre may need replacing.
- **JG** will take up reports of overhanging branches with the authorities.

7: Health and Safety:

- Until we appoint a responsible person, we all need to take responsibility.
- **BF** would not commit to taking on the H & S task. **VG** said he would help the new H & S person with such tasks as risk assessments etc.
- **SM** will ask Geoff Dudley for advice on risk assessments etc.

8: Midas:

- **VG** advised that new volunteer driver, **BG**, is halfway through the test.
- **VG** circulated revised Midas fees which keep a nil cost on training our own drivers and no increase on associate groups. The fees were agreed. **VG** confirmed again that he pays tax direct on any income.
- At the next Meeting **VG** will circulate updated regulations on child seats and booster cushions, as well as seat belt regulations and the 'walk round check'

9. Any Other Business:

- There was no other business.

10: Date of Next Meeting:

Wednesday 22nd July 2009 at 8pm at Winslow TCC (NB: change of date)