

Winslow & District Community Bus

Minutes of Trustee Meeting held on Wednesday 19th May 2010 at the Winslow Centre.

Present:

John Gilbey	Chairman
Margaret Ford	Secretary
Jean Pollock	Treasurer
Sue Marchant	Coordinator
Brian Fuller	Trustee/Volunteer Driver
June Hodges	Trustee

1: Apologies:

- Victor Griffiths, Trish Cawte and Sheila Cadge

2: Minutes of Previous Meeting 21st April 2010

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

3: Matters Arising:

- The storage boxes have been a success. BF to add a second one.
- Nobody knows the landowner of the land near Greenways that has the overhanging branch. The land was sold by Wilkinsons, but they cannot give out the information.

4: Secretary's Report:

- MF handed SM the WTC cheque.
- June Hodges accepted as Trustee.

5: Treasurers Report:

• JP gave a report for April and May. The figures did not include the WTC grant, and the Hire Bus costs from the accident last year have not been paid by the insurance yet. JP said she is now willing to examine the accounts if the Trustees wish. She will have all the figures and is allowed to examine them. JG suggested it be added as an item to the next meeting's Agenda.

JP needs to have actual dates of appointments and resignations of Trustees.

JP handed a Petty Cash cheque to SM.

PAYE has not been handed over by Trevor Cocks yet.. She needs it by the beginning of July.

JP still has to send out bank mandate forms.

Co-ordinator's Report

The bus has run 7 excursions and had 4 group hires since the last meeting. Unfortunately the editor of the Winslow Parish magazine mistakenly put in last month's list, so bookings are slow for June.

The bus went in again to Hughes to sort the door switch out-unfortunately they actually forgot to do the door, and only did the 8 weekly inspection, and looked at some other issues SM had raised ie the tail lift and the reverse sensor. They are now saying they need 2 days to do it, and are awaiting items before contacting SM to make arrangements. So the door problem persists.

J.Lewis have reduced the amount of the invoice they sent, to reflect one hour's travel and 2 ½ hours on site. This will be a saving of around £140.00.

Victor carried out some Midas training.

Chrissie Beckett and SM did a refresher, so both are ok for 4 years.

2 general volunteer drivers, Margaret and James and 3 volunteers for the Youth Bus were also trained.

Re: BSOG, it seems the bus will be getting about £1500 fuel rebate back a year for the Registered Bus Services. The first payment for 2 quarters £685.84 has been paid. The forms for the Section 22 claims (bus services) must be certified by a qualified accountant, so SM and JP are going to see someone at Martin Bell's tomorrow to see if they can certify the claims. The Section 19 forms do not have to be certified unless the bus does over 20,000 miles a year.

Health & Safety

- SM to reiterate to all drivers the importance of passengers using seat belts.

Youth Bus

- JG gave an update of the meeting between SM, JG, TC, Bridget Bradford and Llew Monger. SM had offered to co-ordinate the service for a 6-week trial period over the summer, starting on July 23rd.
- JG had received an e-mail from BB setting out the bid to LAF for £1,180 for the initial 6 week period, to be followed by £2,700 if the service is continued.

Salary Review

- JG suggested that SM to have no pay rise this year in keeping with the BCC policy for their staff.

AOB

- SM to write to WTC.
- SM to book Hall for AGM.

10. Items for Next Months Agenda:

Trustees to consider inviting Trevor Cocks to be Vice President.

11: Date of Next Meeting: Wednesday 18th August 2010 at 8pm at TBA.

Signed as Correct

(John Gilbey)

Date: