

Winslow & District Community Bus

Minutes of Trustee Meeting held on Wednesday 18th November 2009 at the Winslow Centre Meeting Room.

Present:

John Gilbey	Chairman
Margaret Ford	Secretary
Jean Pollock	Treasurer
Sue Marchant	Coordinator
Trevor Cocks	Trustee

1: Apologies:

Victor Griffiths
Brian Fuller
Trish Cawte

2: Minutes of Previous Meeting on 21st October 2009:

After wrong dates were corrected, and wording changed in Update of Youth Bus from 'originally agreed' to 'previously understood', the minutes were accepted and signed by Chairman, **John Gilbey**.

3: Matters Arising:

There was an update on the Youth Bus project. Llew Monger has distributed a leaflet with details of a meeting to be held on Tues 24th Nov. inviting young people and parents interested in the project to attend. WTC is hoping to fit in Midas training for new drivers in the week between Christmas and the New Year. JG to e-mail VG to see if this is convenient.

JG has sent David Rowlands an e-mail on Oct 26th inviting him to become Vice President of the bus. No response as yet.

JG to represent WDCB at The Winslow Show reception.

JG handed out dates for 2010 meetings, will circulate to all Trustees.

4: Secretary's Report.

The Charity Commission has been notified that DR is no longer a Trustee. MF advised that the Annual Returns to Companies House cannot be done before 6th December.

5. Treasurers Report.

JP gave an update of accounts up to end of October. With depreciation of new bus added it shows a net loss of £11,000. The bank account has been changed to her address, but she has not yet received a statement for October. JG to ask at bank for a statement, will drop it off with JP. There is £700 VAT to claim for last quarter, JP found an extra £224.35 not claimed for. She is waiting to hear from JV regarding change of name for claiming back VAT.

There is nearly £3000 including the VAT return in current account, which will be retained to pay for cost of hire bus. This can be claimed back after it has been paid, SM to keep all invoices invoices for bus hire.

Hughes has not received payment for last invoice, which was sent off after last meeting. JP to contact Hughes and resend cheque. JP gave SM cheque for £150.00 to top up petty cash

6. Co-Ordinators Report.

SM gave a report on the accident that happened on 28th October. She was driving the bus in Middle Claydon after dropping off passengers after a theatre trip, when she was in a collision with a van. Only one passenger was left on the bus at the time. No-one was hurt, the police attended but took no action. The insurance company arranged for removal of bus to a garage in Andover, who expect the bus to be repaired by the beginning of December. Meanwhile SM has the use of a 12 seater St John's Ambulance minibus, which seems to be the most suitable bus for access and comfort. The question of seat belts was raised after it was reported that the remaining passenger had just moved seats to sit behind the driver, and had not put on her seat belt as she was about to be dropped off. SM to remind all drivers of the importance of passengers wearing seat belts at all times. A larger minibus has had to be hired from Thrifty on 2 days where trips were pre-booked for 16 passengers. SM advised that WDCB is not covered under hire vehicles insurance and has added them on as additional vehicles for the required days. Currently the new bus insurance is transferred to cover the St Johns Ambulance bus.

6. Health & Safety

No report.

7. Any Other Business

SM to e-mail Trustees date and time of Christmas Dinner, Thursday 10th December. SM to find out from BCC when CRB checks should be renewed.
December get together in The Bell for Trustees arranged for Wed 16th December at 8pm.

Date of Next Meeting: Wed January 20th WTC rooms.

Signed as Correct:

Date: