

# Winslow & District Community Bus

Minutes of Trustee Meeting held on Wednesday 21<sup>st</sup> October 2009 at the WTC

## Present:

John Gilbey	Chairman
Margaret Ford	Secretary
Sue Marchant	Coordinator
Trevor Cocks	Trustee
Trish Cawte	Winslow Town Council
Llew Monger	Winslow Town Council

## 1: Apologies:

Victor Griffiths  
Brian Fuller

## 2: Minutes of Previous Meeting on 19<sup>th</sup> August 2009:

The minutes were accepted and signed by Chairman, **John Gilbey**.

## 3: Matters Arising:

Jean Pollock took on the job of Treasurer, but is not a Trustee.

## 4: Update on Youth Bus

Llew Monger gave an update on the progress of the Town Councils plan for a Youth Bus. They have been successful in obtaining the £3,500 grant, apparently in the WDCB name. There was some discussion around who would be responsible for running the project. It was firmly re-stated to Llew that WTC would be responsible for the running of the project as **previously understood** at the last meeting. SM would willingly give her advice and support to the project. £6-700 was being put aside for the launch event. The money has to be spent before the end of March 2010. Llew handed out a proposed timetable to get it started in time. Bridget Bradford is aiming to have things organised for a start date of 18<sup>th</sup> February. It was suggested that 4 people would meet up before the end of October to discuss the next stage, 2 from WTC and 2 from WDCB, one being SM, (BB to arrange).

## 5. Feedback from AGM

The AGM was discussed, and all agreed that it had been a very successful evening, with over 30 passengers attending. SM raised the point that a lot of the audience had trouble hearing what was being said, she would ask David Chapman his advice on a PA system. Other venues discussed for their suitability as a future venue, SM to ask The Bell how much their restaurant would be.

## 6. Secretary's Report

MF reported that the Charity Commission's Annual Report had been sent off with a signed copy of the accounts.

Jo Voyce to be taken off a signatory for the COIF account and Trevor, John Gilbey and Margaret remain as signatories.

Trustees are updated on the Charity Commission website.

## **7. Treasurers Report.**

SM gave a report that Jean Pollock had e-mailed to her, and handed over some cheques for signing.. JP has entered the records for this year to date into an accounting software package she uses, but was still awaiting some information from the previous accountant. She submitted an invoice for the preparatory work she has had to do, but reckons that once it is up and running she would only need to spend a couple of hours a month on updating the accounts. SM to ask her if the balance sheet could be e-mailed with a short report before each meeting. SM also to ask JP to number her invoices. SM to contact JBKnibbs Insurers to change contact address from JV to office address. SM also to check address of ARVAL account.

## **8. Co-ordinators Report.**

SM reported that since the last meeting there have been 7 trips and 9 group hires. She did cut down on trips in September, since she was not getting enough response from drivers. A new laptop has been purchased, and the info transferred across from the old one.. The bus got through its 8 weekly inspection ok, but will need 3 new tyres soon. The Winslow Show went well, though it did not make a lot of money on the day. Christmas Dinner booked for Thurs Dec 10<sup>th</sup>.

## **9. Appointment of Cllr. David Rowlands as a Vice President.**

JG stated that DR has been a Trustee for a long time, and has accepted an offer to become Vice President. All agreed, JG to write to him to confirm the offer. MF to remove him as a Trustee.

## **10. Report on the BCC Local Transport Plan 3.**

TCawte and JG attended the Transport Symposium that was run by BCC to seek early views as Bucks starts on the process of preparing Local Transport plan 3 (LPT3), which will replace LPT2 on 1st April 2011.

The government has defined 5 major issues to be taken into account in preparing these plans as follows:

- Reducing Carbon Emissions
- Supporting Economic Growth
- Promote Equality of Opportunity
- Contribute to Better Safety, Security and Health
- Improving Quality of Life and the Environment

BCC has developed from this 39 strategic options and during the symposium the attendees were split into groups and asked to select the most important top five of these 39.

## **11. Health & Safety**

No report.

## **12. Correspondence**

SM read out a letter of thanks from Terry Windsor for the photo and frame, also reported thanks from Michael.

**Date of Next Meeting:** 18<sup>th</sup> November at WTC rooms.

**Signed as Correct:**

**Date:**