

**WINSLOW & DISTRICT COMMUNITY BUS**  
**Minutes of the meeting on Thursday 23<sup>rd</sup> January 2020**  
**at WDCB office 3.30 pm**

**Present:**

Trish Cawte	Chair / WTC / Trustee
Lynne King	Coordinator / Volunteer driver
Sheila Cadge	Secretary / Trustee
Jan Pentony	Treasurer / Trustee
Andy Terry	IT coordinator / Volunteer Driver / Trustee

**1 Apologies**

F. Holmes, S. Marchant

**2 Acceptance of minutes of November 28<sup>th</sup> 2019**

These were accepted & signed by TC

**3 Matters arising from minutes of last meeting**

Need to ask for donations for Winslow Show

**LK** making changes to bus leaflets

**SM** to send time sheet to **JP**

Rafiq from YA is in touch with **LK**. Trip booked to Waddesdon Manor

Result of Trustee interviews – both to be appointed **TC** to email them with result & dates of meetings

**4 Secretary's Report**

**SC** & **JP** met to complete Companies House requirements

**5 Treasurer's Report**

£10K transfer not reflected in Dec accounts

**JP** to contact PIE re breakdown of monthly accounts

**6 Coordinator's Report**

\*Since Nov meeting, the bus has had 6 hires, 2 excursions & a Xmas lunch

\*Section 19BSOG sent, Section 22 requested & *LK has confirmed our address !*

*JP to ask PIE for BSOG figs for Sect 22 for 2019 (Not certain if this impacts on cashflow)*

*Permits due Sept 2020 (Worth reading gov. consultation on Sect 19 / 22 permits)*

*After discussion, decided to have another 6 mth PO change of address*

\***Bus –Thursday 24<sup>th</sup> Dec** I met with Morgan from Treka to discuss paintwork on the bus.

Also talked about back door & lock problems we have been having.

He agreed to send out an engineer to look at locks & sensors.

Paintwork issue is ongoing & I will follow it up

\***Mon 16<sup>th</sup> Dec** Bus had 8 weekly & 'A' service Back rear nearside lens replaced

\***Tues 17<sup>th</sup> Dec** Engineer from Wilson's Auto Electric Services came. Tightened backdoor lock, realigned sensors, lubricated back door. All good

\*Refund from insurance of £75

\*Bus Registration Form updated with new address

**7 Audit by Martin Nye (due March 31)**

**LK** to meet M. Nye 2 pm Feb 2<sup>nd</sup> **JP, SC** to go as well

## **8 BSOG & Permits**

See item 6

## **9 Grant Applications**

Received from :

Grt Horwood - £500+, Whaddon - £100, E Claydon – £100, Swanbourne - £50, Mursley - £50

Thank you emails sent All parish contact details updated

## **10 Parking Fine**

TC has Observer article with similar problems !

LK has asked for photo evidence as there is no unaccounted mileage ! LK will continue

## **11 IT Update**

Power cut during week, so server out for a while

## **12 Leaflet Update**

LK working on changes prior to final deliveries

## **13 Christmas Lunch**

Successful event at Old Thatch Bernwode bus used but LK recommended it be only for short trips !

## **14 Villages – newsletters update**

LK has made a newsletter for village noticeboards

To be sent to Parish clerks on 20<sup>th</sup> of each month asking for it to be displayed after 25<sup>th</sup> of month (Dates may be adjusted to try & find best/ fairest system for all to book trips)

## **15 Costings JP update**

JP has this in hand LK will send previously used spreadsheet

## **16 SM Report**

There was none

## **17 Future Projects – Theatre/ Wednesday Trips Men in sheds Norden House Others?**

SM will concentrate on covering LK'S absence & come in when required

Suggested new trustees to be asked re projects

## **18 Spring Event / 20<sup>th</sup> Anniversary**

Discussion deferred

## **19 AGM Date / book Bowls Club**

LK to ask Victor for use of Bowls club on Weds September 23<sup>rd</sup> 2020

## **20 CTA Performance Standards**

Ongoing

## **21 Items for information**

Editor of Parish News thanked LK for format of bus information

SC to bring policies to Feb mtg for updating

April 23<sup>rd</sup> mtg – 4 pm start

Discussion re 'bus life' Need to start new bus dealings Jan 2021

**22 Next Trustee meeting – date & no. a month**

Trustee mtgs as & when needed    Committee mtgs 4<sup>th</sup> Thursday of month 3.30 pm

**23 Date of next meetings**

Committee meeting	Thursday February 27 <sup>th</sup>	WDCB Office	3.30 pm
TAM meeting	Friday March 6 <sup>th</sup>	WDCB Office	10.30 am

Signed as correct:

Date:

Trish Cawte