

Thornhill Community Transport (Scottish Charity No. SC 021023)

Minutes of Meeting

held at Penpont

on Tuesday, 23/09/2014

Present: Gordon Neilson, David Kerr, Ian Walker, Rab Cook, Robin Robertson, Greg Parker, Jenny Bourne

Apologies: David Dick, John Docherty, John Maxwell, Joan Neilson, Jock Scott, Ian Wilson, Allan Douglas, Isabel Douglas, Jim Nicholson, Keith Walker, Jane Reid

1.	Welcome. <ul style="list-style-type: none">• GN, chairing, welcomed everyone, particularly GP, new recruit.	
2.	Apologies for Absence <ul style="list-style-type: none">• Noted above.	
3.	Minutes of Previous (Quarterly) Meeting <ul style="list-style-type: none">• Accepted as a correct record; Prop: JB; <i>nem con.</i>	
4.	Matters Arising from Previous Minutes <ul style="list-style-type: none">• GN and DK reported that, as indicated in the previous Minutes, they had met with DD, to discuss the future direction of T&DCT.• In summary, conclusions were:<ul style="list-style-type: none">○ We are unlikely to obtain a Government grant for replacement of the existing bus before it is at least 10 years old and/or has covered more miles (71k currently) and/or has become more decrepit.○ Funding bodies would also be looking for us to have 'upped our game', rather than still be doing exactly what we were doing the last time we received grant funding.○ With the fall-off in bookings, particularly from WHA, we need to find new revenue streams and, particularly, to make more use of the vehicle we have.○ More drivers needed, both to be able to undertake more activities, and to replace those now over 75, whom we have lost in recent years.○ Meantime, we should continue to maintain the	

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	<p>existing bus to the present high standard, both for the image of the group and to keep it as reliable and presentable as possible, given that we don't know how much longer it may be with us.</p> <ul style="list-style-type: none"> ○ We should consider incorporating T&DCT (turning it into a Limited Liability Company), to protect the Trustees (the current Office Bearers) in the result of a catastrophic loss not covered by insurance. CTA Scotland had advised us that this would likely be a condition of any future funding from the Scottish Government. IW advised that there were various ways of doing this; some more troublesome than others. DK will discuss with him in due course. 	
5.	<p>Financial Report, incl review of charges</p> <ul style="list-style-type: none"> ● In his absence, DD had submitted the current Financial Report (annexed). ● GN explained a few matters, but DD had indicated his general satisfaction with the current position. ● No queries or action points arose. ● No need was identified to alter our charges at present. ● GN proposed receipt of the Report; <i>nem con</i>. ● DK reviewed, for GP's benefit, the history of our difficulties with Transport Scotland and ticketing. He further reported having submitted another grant application to Foundation Scotland, along the same lines as last time, for funding to support our scheduled routes. A phone call had been received from a case worker at Foundation Scotland, asking a number of questions (most of which were answered in the documentation submitted, but this seemed to be to allow the case worker get a 'feel' for T&DCT); almost all of which DK had been able to answer there and then, though there were a couple of points he would need to go back to her about. She had also asked what figure we might accept, should the fund be over-subscribed. Agreed that, whilst 	

	<p>£10 granted would be £10 gained, we had applied for £2694 because that was what we needed to operate the routes and we are not a profit making organisation. We also could not undertake to say at what level (£1500 or less, for example) it would become impossible for us to operate the routes. We would probably find a way of continuing to operate the routes, but it would be at the expense of increasing our other charges and possibly putting them beyond the reach of our current users. DK to revert to Foundation Scotland with this answer.</p> <ul style="list-style-type: none">• IW confirmed that CTA Scotland are continuing to pursue this issue with Transport Scotland and the Scottish Government. He also indicated that D&GC had some ticket machines, which had been surrendered by operators who no longer needed them. He would investigate whether these could be made available. No-one was at all enthusiastic about having the type of ticket machine that commercial operators use, but it was agreed this should be investigated. DK repeated his view that it must be possible for Transport Scotland to develop an App for a smartphone or tablet, which would enable us to read passengers' bus passes.	
6.	<p>Bus Report</p> <ul style="list-style-type: none">a) Most recent quarterly check: no issues identified, apart from the sensors for courtesy lights, headlights and wipers, which were known about, and Keir Garage has on order.b) General: in otherwise good shape.c) Bodywork: JB has booked it in for 3 days in early October (6th - 8th), to have the various small repairs to bodywork carried out. These are all areas of rust, caused by age and the hardening, and flaking off, of sealant on the interior of panels, small stone chips and the like. The work has been priced at some £1200, but it was felt (see later) that we should keep the bus in as good order as we could, since it is likely to be with us for some time to	

	<p>come. M&S report that it is in pretty good shape for its age. DD and DK will probably attend to getting it to M&S' premises.</p>	
7.	<p>New drivers</p> <p>DK paid tribute the long standing service and dependability of our existing group of drivers. The only ones we lose are to the age 75 barrier. Since we do, however, lose drivers to that barrier from time to time, he was delighted to report the recruitment of a number of new drivers:</p> <ul style="list-style-type: none">• Greg Parker (present this evening, and very welcome), living just outside Thornhill• Allan and Isabel Douglas, living just outside Closeburn• Jane Reid, living in Dumfries• Keith Walker, living near Dunscore• All of these are retired teachers (KW is not retired), so have previous experience of minibuses. JR and KW already have current MIDAS certificates and the others have indicated their willingness to undergo MIDAS training. All are very welcome.• DK arranged to book the bus for Saturday, 01/11/2014, for familiarisation sessions for the new recruits. Further dates can be arranged, for those that date does not suit.• IW exhibited a booklet, aimed at those retiring from the NHS, to which he had been able to contribute, on behalf of the Affordable Transport Forum, encouraging retirees to consider volunteering with Community Transport. Such people are likely to have a skillset which would be particularly valuable to the work we do. He would also like to be advised, should this result in any approaches.	
8.	<p>Potential New project & vehicle deployment</p> <p>DK outlined a potential new project:</p> <ul style="list-style-type: none">• Alzheimer's Scotland based at the Friendship Club• Local Manager is Lesley Muirhead, Davie Hastings' daughter.• Problem has arisen with transport: tightening of Social	

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	<p>Wk rules (in common with Scottish Ambulance Service and others) means some clients can no longer be transported, except expensively by casually booked taxis.</p> <ul style="list-style-type: none">• Tuesdays & Thursdays, 52 wks/year• Morning Collection: Wanlockhead, Sanquhar, Thornhill (& poss. Moniaive)• Afternoon return• Thornhill - Wanlockhead - Sanquhar – Thornhill• 37 miles and take about an hour• Twice a day, twice a week (Tues & Thurs),• 52 weeks per year.• Using our existing bus, and at present costings -• 2 hours (£2) and (74 miles x £0.80= £59.20) = £61.20 per day.• £122.40 per week;• £6364.80 per year.• Using our own bus would tie it up every Tues & Thu during the day• In particular, would obstruct Jenny's excursions – but...• Only a small number of clients and none, at present, needs wheelchair access• Could possibly hire in a smaller (8 seater) vehicle• Could perhaps charge that out at about 60p/mile.• That would bring the Nithsdale only option down to £46.40 per day, £92.80 per week; £4825.60 per year• DK's 8 seater Mercedes Vito available, subject to ok of OSCR, T&DCT members and insurers• Cost to T&DCT probably around 45p/mile. This is the HMRC agreed rate for refund of mileage for volunteers or those using their own car for their employer's business.• Possibility, also, of renal patient work, for which Vito could be used. NHS known to need this, in general, though NHS D&G have not been specifically approached, yet.• Alzheimer's need funding – probably available. JN is looking into 'Putting You First' funding; also Rotary and others.	
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	<ul style="list-style-type: none">• We need drivers; probably minimum of 6, as it would be a large commitment.• Benefits:<ul style="list-style-type: none">• Increase in turnover• 'Stepping up' (we are still doing, largely, what we were doing 7 years ago, when we last had Government, and other, assistance to replace our bus. Further grants would be likely to depend on our showing that we are doing more than we did previously. Also, as a local group, we owe it to the communities who support us to offer them the best service we can.)• Supports local people• Supports local organisation (FSC; if the continuation of the Alzheimer's Group in Thornhill were put at risk, the loss of this regular user would have substantial impact on the FSC).• DK further reported that, at present, he was having difficulty getting insurance cover to use the Vito for this purpose. Our own insurers will not add it to our Policy, since the vehicle does not belong to T&DCT. DK is ready to let it be used by T&DCT, but not to donate it outright, and still uses it himself from time to time. He is seeking further alternatives.• JB concerned about tying our bus up every Tues and Thurs. Her excursions are mostly Wednesdays, but other groups (Briery Park, to name but one) often look for the bus on those days, as it tends, already, to be tied up on Wednesdays and Fridays.• If we could get enough drivers (RC and RR have already agreed to be involved, so long as they weren't left with it all) and we could find a way of insuring DK's Vito, then there would be no problem about tying our bus up. Should it not be possible to insure the Vito satisfactorily, then an arrangement might be able to be arrived at with Moniaive, whose bus might have some spare capacity, should there be requests by other groups for the use of	
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	<p>our bus on a Tuesday or a Thursday.</p> <ul style="list-style-type: none">• Agreed that this was all worth looking into further. DK to pursue insurance question and he and IW to talk to CVCT about availability of Moniaive bus. DK will also arrange meeting between Lesley Muirhead and JN, to investigate funding possibilities.	
9.	<p>MiDAS training/refreshers</p> <p>New recruits (at least some of them) need to be MiDAS trained. IW still willing and, generally, available to do this.</p> <p>Most of our existing drivers need to renew their MiDAS certification in January, 2015. Some, also, missed out last time and should be trained from scratch.</p> <p>Agreed to hold MiDAS Training/Renewal Day on Saturday, 10/01/2015, from 10am, and bus booked for this purpose.</p> <p>Bus also booked by DK for Saturday, 01/11/2014, from 10am, for familiarisation sessions for new recruits.</p> <p>IW stressed need to issue new drivers with a copy of the Driver's Manual. DK confirmed it was out practice to do this.</p>	
10.	<p>AOCB</p> <p>None.</p>	
11.	<p>DONMs 2014/15:</p> <ul style="list-style-type: none">• Tuesday, 16/12/2014, Tuesday, 24/03/2015, Tuesday, 07/07/2015• Given that GN would not be available on 16/12/2014, or for a couple of weeks prior to it and that, thereafter, it would be too close to Christmas, it was agreed that the meeting scheduled for 16/12/2014 would be moved to 10/01/2015, at 10am, to combine with the MiDAS Training Day.	
12.	<p>Close</p> <p>at 20.15</p>	

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Income

2013 to 17/09/2013	2014 to 12/09/2014
<u>Total</u>	<u>Total</u>
£7,335.52 (Note 1)	£5,887.76
<u>Hires</u>	<u>Hires</u>
£2,873.90	£3,658.54
<u>Donations/Tins</u>	<u>Donations/Tins</u>
£2,946.79 (note 2)	£975.73
<u>Council/Fuel Rebate/VAT</u>	<u>Council/Fuel Rebate/VAT</u>
£1,553.83	£1,253.49

Note 1 & 2 - Total & Donations include £2,240.00 from Clyde Wind Farm.

Expenditure

2013 to 17/09/2013	2014 to 12/09/2014
<u>Total</u>	<u>Total</u>
£5,254.40	£4,274.21
<u>Fuel</u>	<u>Fuel</u>
£1,334.43	£1,364.60
<u>Maintenance</u>	<u>Maintenance</u>
£2,121.80	£1,991.36
<u>Miscellaneous</u>	<u>Miscellaneous</u>
£1,598.17 (Note 3)	£728.25

Note 3 – Includes bus hire to replace our bus.

Planned maintenance to bodywork = £1,200+