

Please reply to:
David Kerr (Chairman & Secretary)
Kirkland of Morton
Burnbrae
Thornhill
Dumfriesshire
DG3 5DY
Tel (01848) 331402
thornhillcommunitytransport@yahoo.co.uk



Chairman & Secretary: David Kerr
Vice Chairman & Treasurer: David Dick
Bus Manager: Ronnie Gibson
Bookings : Jenny Bourne
Booking Line: 07842 163775

Thornhill &

District

Community Transport

Thornhill & District Community Transport

Minutes of Meeting, including AGM, held on Tuesday, 27/06/2017, at 7.15pm at Thornhill Friendship Club

Present: Gordon Neilson, David Dick, David Kerr, Ronnie Gibson, Jock Scott, Rolf Buwert, Jimmy Marchbank, Robin Robertson, Rab Cook, Geordie Muirhead, John Green, Jenny Bourne, Keith Walker.

Apologies: John Maxwell, John McNaught, Alison McMillan, Mary Newbould, Joan Neilson.

1. Welcome.

- GN, chairing, welcomed everyone and introductions for and to newcomers were performed.

2. Apologies for Absence

- As noted above.

3. AGM:

- *Minutes of Previous AGM:* Approved. *Proposed:* JB; *Seconded:* DD.
- *Matters Arising from Previous Minutes:* None.
- *Annual Report:* GN's report to OSCR (annexed) was read and approved.
- *Financial Report:* (annexed): DD gave the following commentary:
 - i. P.1 of the Financial Report shows a deficit of £7974.61. Most of this is just the movement of cash at bank to reserves; not an actual deficit. And some £2k of this relates to the purchase of the Ticketer machine, which was fully funded anyway.
 - ii. We have, as usual, made a slight surplus on our operations over the year.
 - iii. The surplus of £11k showing for last year was, in fact, the May Adam Legacy money received from Thornhill Community Council.
 - iv. 'Miscellaneous' items include: some £3.6k for the purchase of the Ticketer machine; fees due to Licence Check, occasional hiring in of



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other buses (this year, mainly to cover additional work, rather than to cover for the indisposition of our own vehicle); MiDAS Trainer training for RB; CTA Membership, hall hire, shampoo and screenwash etc.

- v. In response to a query from GN, DD agreed that the deficit mentioned at (i) above should perhaps be specifically explained to OSCR and he (DD) would draft a note to that effect.
- vi. Hires (though not overall mileage) seem to be slightly up this year.
- vii. DD has no concerns about the present state of our finances; the accounts have been examined and approved by Annette Beagrie and DD is happy with charges the way they are at present. The new bus should reduce our running costs, also.
- viii. Accounts *proposed* by GN; *Seconded* by JB.

- **Election of Office Bearers**

- i. GN, following his and JN's move to Stirling, tendered his resignation as Chairman. He stated that, of all the many groups he has chaired, this has been the easiest and pleasantest, with people reliably doing what they had volunteered to do and providing a much needed and appreciated service to local people. Members expressed their appreciation of all that GN has done for T&DCT, both as Chairman in recent years and as Vice Chairman before that, and wished both Joan and him well for their new chapter in Stirling, and a speedy and extensive recovery for Joan after her illness.
- ii. DD explained that, with GN retiring and the gratifying number of new recruits, it was proposed that, unless any of the existing, more experienced, volunteers wished to take on a post (no-one did), he and DK were both offering to continue, DK as Secretary and also, now as Chairman, and himself as Treasurer and also, now, Vice Chairman; all on the understanding that (a) members were happy with that arrangement and (b) the intention would be to find some additional post holders amongst the new recruits and who might be elected, once they had had the chance to bed down and gain some experience of the workings of T&DCT. JB (whose efficiency in so doing was positively commented on) and RG (likewise) will continue as Bookings Secretary and Bus Manager respectively. DK as Chairman and Secretary: *proposed* by DD; *seconded* by JB; DD as Vice Chairman and Treasurer: *proposed* by DK; *seconded* by RB. All *approved*.

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- AOCB – None.
- AGM formally *closed*.
- Business then continued under Chairmanship of DK.

4. Minutes of Previous (Quarterly) Meeting

- Approved. *Proposed*: GN; *Seconded*: RC.

5. Matters Arising from Previous Minutes

- None.

6. Financial Report, incl review of charges

- Already discussed as part of AGM.



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7. Departures/Arrivals

- DK paid tribute to GN (as above); also to Joan; long a supporter of T&DCT and only more recently a driver; they will both be much missed and members sent many messages via GN to Joan for a speedy recovery. Also retiring as drivers at this point are Rab Cook and Robin Robertson, both of whom, particularly in the last few years, have stepped in to fill the very large gap left by the retirement of Jock Scott; though he has remained, and it is hoped that they will all remain, very much part of T&DCT and continue to offer their support and talents for many years to come. Small tributes, on behalf of the group, were presented to all the retirees.
- DK expressed the group's delight (and, indeed, relief) that, having, in the course of the past year, lost three (and, indeed, GN as a driver shortly before that) such significant players, that we have nonetheless added to Alison McMillan and Mary Newbould who joined relatively recently, Jimmy Marchbank, John Green and Keith Walker, all present this evening, as well as John McNaught, Ewan McMillan and one or two others unable to be present at, well...at present. Some of these have already had familiarisation training with DK (John Green, indeed, had already fulfilled a couple of engagements); more will follow, and, in course of time, everyone will have the opportunity to have MiDAS training (or renew their MiDAS certificate) with RB. All in all, T&DCT is in an extremely fortunate position at present.

8. Development

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- We are still doing pretty much the same as we did when the present bus arrived, almost exactly ten years ago and GN, DK & DD all felt that we had perhaps been lucky, when applying for the funding for the replacement bus recently, that we had not been challenged on our failure to develop new activities. These (dedicated hospital evening visiting service from outlying villages, assisting with Health Centre appointments, a route to link with Dumfries & Lockerbie railway stations...) have been mentioned before, but will need research and development, for which no-one in the group, hitherto has had the time or capacity. It is hoped that some of the new recruits might be interested in taking this further.

9. Licence Check

- Continues to operate satisfactorily; indeed, its services has been upgraded to the extent that it had send DK an email this very morning to advise him that RR was due to retire!
- DK will print off mandates for new recruits to sign, enabling Licence Check to perform the necessary checks, and post them out. An attempt to do this by email had not worked satisfactorily.

10. Ticketer

- Another very satisfactory purchase. The machine is pretty easy to operate and sends all its returns in automatically to Transport Scotland, who then refund us approximately 70% of the nominal fares we charge for the scheduled routes. Ticketer themselves are extremely helpful; when the charging unit in the bus failed recently, even though the machine was out of warranty, Ticketer immediately, upon notification, sent us a replacement free of charge. We may



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need to get their engineer out to do the wiring to transfer the machine to the new bus, when it arrives; unless we can arrange with TBC to have this done as part of the build.

11. MiDAS

- As mentioned earlier, RB underwent training as a MiDAS trainer on our behalf. Although himself a former Police Driving Instructor, he had found the course very intensive. Since we can no longer use Ian Walker as our MiDAS trainer, we are fortunate to have RB to do this for us, as it otherwise would involve buying training from ATI, based some distance away and at times possibly not suitable to us. We are extremely grateful to RB for taking this on amongst his other commitments. DK will check the records and provide RB with a list of whose MiDAS certificates are due for renewal (quite a few may be overdue); as well as details of the new recruits.

12. Bus Report

- The existing bus, LJ07 PYF continues to be fairly reliable, though it is, consistent with its age, becoming somewhat more troublesome. We had decided to stop using Benfield/Lookers over the past year (unless, which it hasn't, something arose which Keir Garage couldn't fix), which had saved a fairly substantial sum in annual servicing, and much inconvenience. Having said that, the flywheel recently had to be replaced (and, once done, made such a difference that it's clearly been ailing for a long time) and there are signs that the auto door has something up its sleeve; as also the wheelchair lift. We have also not carried out any of the regular maintenance of the bodywork that we did in recent years. Although it still looks better than others of its age; and has recently received compliments from those booking it for the first time; it is beginning to deteriorate. That it has lasted so well for so long, both inside and out, is a great tribute to RG and all his hard work; however...
- We have, in the past ten days, had confirmation of the final tranche of funding needed to be able to place our order with TBC for a new Mercedes Sprinter bus of broadly similar design to the existing one. DK rehearsed the decision making process, recorded in previous minutes, for the benefit of newcomers. TBC have been very efficient and attentive so far (and ATI found them so, also). If we order fairly soon, we should have the new bus for about late October/early November. It will have a bumper to bumper warranty from TBC, so they will attend to any problems that arise with it (in contrast with the mutual blame that occurred between VW and the converters of the existing bus ten years ago). Although we will have to pay out the VAT (some £11k) we have sufficient cash to do this and will obtain a refund. As well as our reserves, the purchase will be funded by the Robertson Trust, by Annandale & Nithsdale Community Benefit Company (ANCBC) and by Foundation Scotland (SSE/Clyde). This has enabled us to spec the new bus pretty fully – and, once the VAT is refunded and various other things are taken into account (including the residual value of LJ07 PYF), DD estimates we should have about £20k in the reserve fund towards the purchase of the *next* bus. May we all be here to see it! TBC do not take trade-ins, but they can provide us with contact details of a dealer who will probably be willing to take it. He was said to have purchased two ten year old Iveco Daily buses from a customer in Renfrewshire, to whom TBC had supplied new vehicles,

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and given a very attractive price. DD & DK are due to have a further meeting with TBC shortly and will progress matters from there.

13. AOCB

- None

14. **DONMs 2017/18:** Tuesday: 12/09/2017, 09/01/2018; 13/03/2018; 19/06/2018 (to include AGM) proposed.

15. Meeting Closed

- At approx. 20.30, followed by refreshments to mark the retireals.

Chairman's OSCR Report:

Thornhill & District Community Transport Trustees Report 2017 (Reporting Period : April 2016 - March 2017)

Office Bearers

Chair - Gordon Neilson; Vice-Chair and Secretary - David Kerr; Treasurer - David Dick; Bus Manager - Ronnie Gibson; Hire Bookings - Jenny Bourne

The bus continues to provide a valuable community service for those who have limited access to private transport; where the service limitations of the public bus service public are problematic; or where wheelchair access is not possible. The group plans to maintain this service into the next financial year.

The bus management committee has met on four occasions in the course of the year as planned. No further meetings were required.

The current Chair of the group will stand down at the AGM in June 2017.

Report on Minibus LJ07PYF

It is planned to replace this bus with a similar model in the autumn. Grants of £10,000 have been secured from The Robertson Trust and £9,466 from the Annandale & Nithsdale Community Benefit Company.



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Ticketing

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Electronic ticketing for concessionary fare cards continues to work efficiently.

Driver Team

There are currently 9 drivers of which most are MIDAS trained. Following a number of retirements, 6 potential drivers have been identified. A member of the driver team has been trained as a MIDAS trainer which will in future ensure all new drivers are MIDAS trained in-house.

Bus Usage

Hire Charges continue to be monitored but remained static during the year. A total of 68 scheduled service runs were undertaken and 62 hires (63 in 2015/2016) were recorded in the financial year. The bus travelled 7328 miles (10817 miles 2015/2016).

Gordon Neilson
Chair
June 2017

Visit us at:

Annexe: www.visitthornhill.co.uk/community-transport

Page 1 of the OSCR Accounts Receipts and Payments Balance sheet show that the Charity showed a Deficit of £7,974.61. Of this £6,000.00 was in internal transfer from the working account to a Reserve Fund. The remaining deficit of £1,974.61 as shown on Page 2 was entirely due to the purchase of an Electronic Ticketing Machine. This had been funded to the sum of £2,500.00 by a local Windfarm Community Benefit Fund but due to timing this Grant had been paid into the Bank Account at the end of the 2016 - 2016 accounting year with the Invoice for the machine arriving and being paid in the early part of the 2016 - 2017 accounting year. But for that the Charity would have run at a surplus as it usually does.

Accounts:/



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Misc.							£(?????????)
Total Receipts						£(???)0,309.84	£(???)3,969.52
Payments							
Fuel						£(???)1,866.76	£(???)2,372.37
Maint'e						£(???)3,477.16	£(???)4,402.62
Ins/VEL						£(???)1,284.56	£(???)1,236.21
Drivers Expenses						£(???)1,000.00	£(???)1,345.00
Staty&P						£(?????????)	£(?????????)3.00
Medical Fee						£(?????????)	£(?????????)105.00
Misc.						£ 5,555.97	£ 943.58
Refunds						£(?????????)	£(?????????)
Tachograph Card						£(?????????)	£(?????????)
Travel Expenses						£(?????????)	£(?????????)
							£(?????????)
Total payments for charitable activities						£(???)2,284.45	£(???)9,437.78
<i>Other payments:</i>							
Gratuity??							
Transfer to Reserve Fund						£(???)6,000.00	£(???)1,000.00
<i>Governance costs:</i>							
Advertising AGM							
Total payments						£(???)8,284.45	£(???)10,437.78
Surplus/(deficit) for year						-£(???)9,974.61	£(???)1,000.00

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Name of Charity: Thornhill and District Community Transport						Page 2
Scottish Charity Number: SC021023						
Statement of Balances as at 31st March 2017						
				2017	2016	
				£	£	
Bank and cash in hand						
Opening balances				12486.69	8953.95	
Surplus/(deficit) for year				-1974.61	3531.74	
Irreconcilable difference				0.00	1.00	
Closing balances				4512.08	12486.69	
Reserves						
Unrestricted funds				0	0	
Restricted funds				0	0	
Designated Reserve fund				50296.30	44279.41	
Closing balances				50296.30	44279.41	
Approved by the Trustees and signed on their behalf						
						
Chairman						



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