

Milton Parish Council

Clerk to the Council Jim Daniels

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24 February 2009

**To members of the Community Minibus Committee
For information all Parish Councillors**

**The next Minibus Committee Meeting will be held on Wednesday 04 March 09
at 7.30pm in the Council office**

AGENDA

- 1 Apologies for absence**
- 2 Declarations of Interest**
- 3 Minutes of the meeting of 22 October 2008 (attached)**
- 4 Review of tariffs for 2009/10**
- 5 Review of bank account – to consider changing to the Co-op bank**
- 6 AOB**

Jim Daniels

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Clerk



Minutes of the Community Minibus Committee Meeting held on Wednesday 22 October 2008 in the Council Office at 7.30pm

Present: CF Nunn (chair) RJ Farrington R Pain G Sheen RT Summerfield
The clerk

53/10-08 **1 Election of Chairman** - CF Nunn was elected chairman.

54/10-08 **2 Apologies for absence** - none.

55/10-08 **3 Declarations of Interest** - Item 5 - R Farrington R Pain (scouts)
C Nunn and G Sheen (bowls). C Nunn – Day Centre.

56/10-08 **4 Minutes** – the minutes of the meeting of 17 December 2007 were confirmed and signed as a true record.

57/10-08 **5 Review of tariffs for 2008**
General tariff - Min 38/7-08 Finance & Staffing (confirmed by Council min 36/9-08):

“The treasurer Minibus Committee had suggested an increase in charges due to the rise in fuel bills. **AGREED** to recommend an immediate increase of 7 pence per mile and to propose the Minibus Committee consider an increase in the minimum charge from £8 to £10. It was also recommended that the committee be given the authority to implement increases as and when necessary without the need to refer back to Council.”

The chairman expressed surprise that this increase was agreed without first being passed by the Minibus Committee.

Noted that the price of diesel had now come down by about 20 pence per litre. Additional maintenance should be expected as the minibus was now 6 years old although it was in very good condition, due to being kept in a garage.

It had not been intended to set the level of charges to allow for depreciation and thus provide money to purchase a new vehicle. There was enough money to pay a deposit – grants to pay the remainder would have to be sought.

AGREED to leave the general tariff as per minute 36/9-08 and to monitor the effect that this may have on bookings.

RECOMMENDATION that Council amend the resolution 36/9-08 “.....that the minibus committee be given the authority to implement *increases* as and when necessary without the need to refer back to Council” to “..... that the minibus committee be given the authority to implement *changes* as and when necessary.....” [Committee may decide to reduce charges].

Minimum charge – **AGREED** to leave this at £8. Day Centre paid minimum rate (approximately 7 miles each week). A change would therefore have little impact.

Scouts arrangement – “£8 per marquee booking” - rarely used. **AGREED** status quo.

Bowls club arrangement – no special arrangement – rescinded min 536/12-07.

58/10-08 **6 Review of drivers records (Corporate Manslaughter and Corporate Homicide Act 2007).**

Committee was responsible for ensuring drivers are capable / competent.

Policy should be to update drivers’ registration forms each year.

RJF (with help from CFN) would send out forms to ask drivers to re-declare with a copy of their driving licence.

CTA Journal May/June 2008 Maximum Authorised Mass. CTA Journal July / August 2008.

This article was considered. No action required.

59/10-08

7 AOB

Accidents – two accidents in 2008.

1 A passenger's hand was trapped in the side door and his finger badly damaged. CFN had put a clear warning sign on the vehicle.

2 The minibus was damaged during a parking manoeuvre. Excess has been reclaimed from the hirer.

Minibus use – noted that the minibus was not used by many village organisations.

Next meeting – February – exact date to be arranged.

The meeting ended at 8.35pm.

Chairman.....

Date.....