

# MILTON PARISH COUNCIL

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15 August 2011

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

The next Minibus Committee Meeting will be held on **Monday 22 August 2011** at 7.30pm in the Council Office

## **AGENDA**

- 1 Apologies for absence**
- 2 Minutes of the meeting of 09 July 2011**
- 3 Replacement of vehicle**
- 4 AOB**
- 5 Date of next meeting**



Jim Daniels  
Clerk

**Minutes of the Community Minibus Committee Meeting held on Wednesday 6 July 2011 at 7.30pm in the Council office**

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

1 **Election of Chairman** – CF Nunn elected Chairman unanimously.

2 **Declarations of Interest**

R Farrington R Pain - Scouts; CF Nunn G Sheen – Day Centre.

3 **Minutes** - the minutes of the meeting of 13 April 2010 were approved and signed as a true record.

4 **Review of tariffs for 2011/12 (CM4/04-11)**

Six monthly review not due yet.

New tariffs have not kicked in yet; pump prices not increased.

RP had no concerns and confirmed that on the website it was stated that fuel was included in hire price.

5 **Replacement of vehicle (CM4/04-11)**

CFN reported that vehicle had just done nearly 53,000 miles and there was normal wear and tear for a vehicle which has seen nine years of service. Replacement ought to be considered.

Much discussion about the parish council's Disability Access Policy. Were the parish council to replace the minibus, would it be required to provide a lift for wheelchair users and those who have difficulty getting into the vehicle, or would it be required to provide total accessibility, which would entail having a track system for clamping both wheelchairs and wheelchair users to the deck of the vehicle. Different types of lifts (on side or back of vehicle) available, as well as electric step. Cost of both options discussed: track system would be much more expensive. Both options would potentially result in less seats in vehicle and possible loss of tow bar. Other track issues are difficulty of use, particularly if not used regularly; training requirements and lack of standardised wheelchairs. Advice from Community Transport Association (CTA) was that lift could be sufficient to comply with Disability Access Policy.

Background of minibus discussed: Scouts had originally wanted a loan from parish council to replace their minibus; parish council decided on a community minibus for use by all parish clubs/groups. From March 2010-March 2011, minibus was well used by organisations from outside the parish, but as for parish organisations, only the Scouts and Day Centre had used the minibus consistently and it was used only once by two other parish organisations. Discussion as to whether the parish council should continue to run the minibus with only four parish users, or should the running be handed back to the Scouts. Discussion of use of minibus for community transport: RTS pointed out that the Waterbeach Community Transport scheme does not involve a parish minibus but rather relies on private vehicles. For disabled passenger use, considering the amount of use and number of clients, it might be cheaper for the parish council to pay for taxis.

Discussion as to whether Scouts would be prepared to take over running of minibus. One option discussed was that the parish would hand over initial sum for running costs then full reserves to replace the minibus. Downside is that Scouts would have to pay VAT (unlike parish council). Section 19 permits required by all groups using the minibus for insurance purposes. It was **AGREED**

**to ask the Scouts to explore the possibility of taking over the minibus.**

6 **AOB** – 1<sup>st</sup> Quarter draft figures discussed; minibus is well used, though not by many parish groups

7 **Date of next meeting** - Monday 22<sup>nd</sup> August.

The meeting ended at 8.30pm

Chairman.....

Date.....