

## Churchill and Langford Minibus Society

### Minutes of the Annual General Meeting held on Monday 22nd November 2021 at 1515 hours at Churchill Methodist Church

**Present** Trevor Smallwood, Roger Humm, Kate Johns, Mark Taylor, John Batt, Laura Batt, Peter Green, Paul Harding, Ian Mason, Kim Mason, Wendy Jones, Bill Wilkinson, David Johnson, Margaret Cunningham, Jennie Pallant, Tim Frost, Julie Braefield.

**Apologies** received from Margaret Rosser, Linda Wills, Gloria Tyson and Ann Seabright, Alan Purcell.

Minutes of the AGM meeting held on 23 November 2020 - minutes were agreed as accurate and signed off

**Matters arising** The Chair wished to record his thanks to Bruce Whittick and Rosemary Ogbourne, both of whom have passed away during the past year, and gave many years service to the Society.

#### **Notification of 'Any other business'**

There was only one item which will be picked up during the Chairs report

#### **Reports from Officers**

The **Chair's report** was taken as read with further comments.

He reported that we now have trained two MIDAS trainers and are self sufficient in our ability to get new drivers. They have already trained 3 new drivers in September, who are now working with us.

There was a good discussion regarding our duty of care and how we are currently operating. Initially we were operating at reduced capacity with masks and sanitiser and the new drivers screens. Recently we converted to operate with full vehicles where these were needed and retained the need for masks and sanitiser. A question was raised regarding individuals who had not been vaccinated. It was agreed that we continue as existing with people taking their own view as to whether they should travel and continue to monitor the situation should government guidance change.

We carried in excess of 250 passengers for vaccination to both Riverside and Langford surgeries. There is a growth in the number of requests for hospital trips which are being satisfied.

**Treasurer** report is more complex than usual because of the addition of figures for Mutual Aid and the food bank. These pots of funds are however held in separate accounts. Grants received from Quartet and North Somerset Mutual Aid.

Revenue from journey is lower because of reduced capacity and demand on trips. Costs are somewhat higher than usual because of the external training costs.

He presented the Annual Accounts for the Society and these will be published on the Charity Commission website.

**Maintenance Manager** Considerable amounts have been spent on maintenance. The clutch of the old bus has been fixed at a cost of £1500 which was necessary and approved.

There was some discussion as to whether we should purchase a replacement bus. It was felt that this should not happen but some thought should be given on to exploring how we might fund an electric vehicle at some time in the future.

**Action** Consider how we might fund an electric vehicle if we want to purchase one at some time in the future.

**Bookings Secretary** There were two good companion trips this autumn, private hires are increasing and new scheduled trips are being trialled. The latest schedule incorporates new trips to Sanders and Cheddar garden centres. Numbers have been low but we hope these will gather momentum.

**Publicity** The publicity officers report was accepted. A lot is being done to improve the awareness of the offering. Churchill website has been improved and contains links to monthly schedules.

Suggestion that paper copy of schedules be always displayed within the buses. Ask drivers to announce upcoming trips with places.

**Action** Put paper copies in bus on display. Kate to liaise with Kim re: email addresses held for members.

**Hospital Cars** Trevor and Kate are to take on the organisation of the Hospital car scheme and will put together the relevant information for it. There are a number of drivers willing to help. A discussion took place and it was agreed to ensure that adequate insurance was in place.

**Action:** To compile a list of volunteers who are willing to use their own vehicles and ensure that the adequate insurance is in place. Also to prepare hospital car publicity for display in various places. This will be for Churchill and Langford residents.

**Constitution** The existing constitution is 6 years old and a revised copy which will incorporate hospital cars and various other amendments was circulated with the minutes and this was discussed. The revised constitution was accepted and an additional item introduced where the term of office should be for 3 years instead of 2.

An agreed form of words was also incorporated to deal with the banking position as the reference to Lloyds TSB was incorrect.

**Action:** to revise the constitution as agreed and incorporate the two additional modifications. Circulate with the minutes. Put on Charity Commission website.

### **Appointment of new Trustees**

At the last meeting it was mentioned that there needed to be a change to trustees as a few have resigned and sadly two trustees have passed away. It was agreed that the trustees going forward should be Trevor Smallwood, Roger Humm, Tony Hughes, Mark Taylor, Peter Green, Ian Mason.

### **Election of Officers** The following officers were elected.

Chairman Trevor Smallwood; Vice Chairman Roger Humm; Treasurer Roger Humm; Training Manager Ian Mason; Bookings Secretary Trevor Smallwood; Publicity Officer Alan Purcell; Engineering Manager David Johnson

Committee members are to be

Trustees

Officers

Admin Manager Kate Johns

Membership Secretary Kim Mason

PCC representatives

Church representatives

PCC representatives are to be Bill Wilkinson, Paul Harding, Mark Boddy. Shipham and Burrington reps to be notified

### **Any other business**

Jennie asked that officers address the font size on publicity materials for display & circulation within the parishes

**Date of next year's AGM** agreed as Tuesday 22nd November 2022