



CB3 MANAGEMENT COMMITTEE

Minutes of the CB3 Management Committee meeting held in the Cowie Room, Public Hall on Monday 17th June 2024 commencing at 2.00pm.

001 PRESENT: Cllr Dawkins, Cllr Gunning, Cllr Turner, Mr B Driscoll, Mr T Roberts also Christine Bright (Town Clerk)

002 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Mr J Snow and Ms W Wallbridge.

003 ELECTION OF CHAIRMAN

There being no nominations for Chairman, Cllr Turner took the chair for the purposes of this meeting.

004 ELECTION OF VICE CHAIRMAN

Cllr Turner proposed Cllr Dawkins, seconded by Cllr Gunning. There being no other nominations Cllr Dawkins was duly elected Vice Chairman for the ensuing council year.

005 UPDATE ON EXTENSION OF SERVICE TO INCLUDE SOUTH PERROTT

With the extension of the service to include South Perrott commencing on Saturday 22nd June Mr Driscoll considered there to be a number of important issues to be addressed –

- Final tweaks were required on the new timetable – Cllr Turner agreed to action.
- To update Travel line with the new timetable
- To ensure the new timetable is available on the Real Time Information screens – Cllr Turner agreed to action
- Volunteers required to put up new timetables at all bus stops on route
- Press release to announce new service – Council office to action.

006 REVISED TIMETABLE

Items under this heading had been dealt with in the previous agenda item.

007 MAINTENANCE ISSUES

Cllr Turner was frustrated to have to report that the damage to the side window had not yet been repaired. The problem lay with sourcing the size/type of glass required however he continued to press the company for an installation date.

The Town Clerk was asked to ascertain when the current maintenance contract would be due for renewal.

008 RECRUITMENT

Two volunteer drivers had recently been recruited, a further expression of interest would be pursued by Council staff.

Mr Driscoll expressed his concern further recruitment was desperately needed, he also felt Cllr Turner, although he may be reluctant, must delegate some of the administration functions he undertakes. Mr Driscoll believed all committee members should have an area of responsibility to ease the burden and to ensure efficient communication.

The Town Clerk felt this was something the office could assist with.

009 VOLUNTEERS REPORT

No report was received.

010 FUTURE AGENDA ITEMS

- Assign responsibilities
- Establish what office support could be offered
- A contact person for bus crew to contact in an emergency
- Assign a Welfare Officer to whom volunteers can approach if necessary
- Risk Assessments/vehicle checklist

011 DATE OF NEXT MEETING

The next meeting would take place on Monday 15th July 2024.

012 MEETING

The meeting which started at 2.00pm closed at 3.25pm.

Chairman
15th July 2024