



CB3 MANAGEMENT COMMITTEE

Minutes of the CB3 Management Committee meeting held in the Cowie Room, Public Hall on Monday 13th January 2025 commencing at 2.00pm.

059 PRESENT: Cllr Dawkins (Chairman), Cllr Gunning, Cllr Turner, Mr J Snow, Mr T Roberts, and Ms W Wallbridge; also Christine Bright (Town Clerk).

060 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr B Driscoll.

061 MINUTES OF THE CB3 MANAGEMENT COMMITTEE MEETING HELD ON 16TH DECEMBER 2024

The minutes of the CB3 Management Committee meeting held on 16th December 2024 having been circulated were confirmed a correct record and signed by the Chairman.

062 MAINTENANCE ISSUES

The Chairman advised the following maintenance issues had been dealt with or were in hand:

- Indicator bulb on side mirror required replacing
- Rear bumper required tightening

Mr Roberts advised the clippie on duty at the weekend had experienced a problem with opening/unlocking the passenger door, Cllr Dawkins explained the door had previously been adjusted however clippies needed to be aware that the handbrake must be fully applied before attempting to open the door, this was a built in safety feature.

Mr Roberts also felt the nearside front tyre required attention, Cllr Dawkins agreed to get the tyre checked.

063 GUIDANCE DOCUMENTS

Members had previously been circulated with copies of guidance documents produced by Mr Snow, in particular the management of passenger overdemand.

Cllr Turner questioned the section headed staff travel and asked for an amendment to read "Any off-duty CB3 staff already on the bus should be prepared to disembark".

Members **AGREED** to **ADOPT** the guidance including the amendment. It was **NOTED** that subsequent to the last meeting two seats were to be reserved for passengers wishing to join the service at Netherbury.

064 CONCESSIONARY FARES

In the absence of Mr Driscoll **AGREED** to defer this item to the next meeting.

065 VOLUNTEERS REPORT

Ms Wallbridge reported the new volunteer rota system had worked well for February however there were three shifts still to fill. Cllr Dawkins and Cllr Turner agreed to fill two of those shifts.

Cllr Dawkins advised he was awaiting a response from the insurance company with regard to acceptance of a new volunteer driver. The Town Clerk would pursue.

It was **AGREED** to launch an appeal for additional volunteers.

Under this heading Mr Snow advised that he had compiled guidance on the procedures to process the income received. The Town Clerk would pass the information to the Finance Administrator.

066 FUTURE AGENDA ITEMS

No items were raised.

067 DATE OF NEXT MEETING

The next meeting would take place on Monday 11th February 2025.

068 MEETING

The meeting which started at 2.00pm closed at 2.45pm.

Chairman
11th February 2025