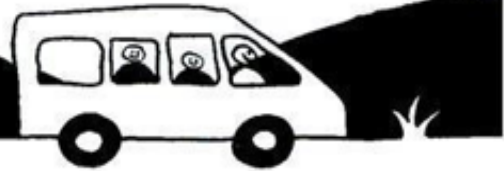


LISMORE

COMMUNITY TRANSPORT



lismorecommunitytransport@gmail.com

A Scottish Charitable Incorporated Organisation

Charity Number SCO30469

Board of Trustee Meeting Wednesday 8th November in the hall committee room 7pm

1) **Present** Douglas Thorburn, Roger Dixon-Spain Gilly Dixon-Spain, Carol Wormleighton, Clare Haworth, Mary MacDougall Dot Hay and Duncan Drysdale on Zoom

2) **Apologies** None

3) **Minutes of the meeting held 8th, Oct 2023 on Zoom**

Proposed by RDS and seconded by DT

4) **Matters Arising**

- a) Big Thank you to Carol who arranged decals and despite ferry cancelations managed to get them ready for the launch event
- b) Gilly checked the Hall insurance to see if having the EV charger would affect them and was given by NFU verbal conformation that it would not. DD hasn't had a detailed quote from the insurers yet about insuring the charger which belongs to LCTransport.
- c) Gilly is still waiting for the decision over charge rate the Hall will charge for the electric the board are meeting on 15th November to discuss.
- d) RDS to investigate physical protection for the charger still outstanding
- e) Fire specific training from SFRS CH to arrange for our next meeting

5) **Finance.**

- a) DD has prepared the year end accounts and circulated them prior to the meeting, with one or two duly added he will send them to James Gunn the accountant for auditing.

6) **Launch**

- a) Launch was discussed and was a great festive event and new offers of Drivers Sarah and Dan did a great job. The Age concern Voucher for £250 plus £100 paid for the event
- b) People hadn't picked up what the bus would be doing for the community and still are asking questions on how to use the bus. RDS to work on promotion. With something on the isle of Lismore website and our community bus Facebook page shop notice board and the 2 boats, further use of the drawings by Andy Greatrex to be used.

7) **Vehicle(s)**

- a) **Sale of Peugeot to the community trust for the shop.** Conditions of sale and the date were discussed. DD will prepare an invoice for the trust to pay £2000 for the vehicle and for it to pass to them once the monies have been paid. The condition that the bus would return to Lismore community transport less the £2000 if they no longer needed it within 3 years was added. (attached at the end of these minutes)
- b) GDS has removed all our things from the vehicle and the bag is now in the new vehicle the seatbelt cutting tool is in the driver's door top compartment. MM asked for the white step back if not needed for the new vehicle.

- c) **Management of Charging of Vauxhall RFID cards** Easee Charge Keys, RFID are in the post and one will be placed in the vehicle in the same compartment as the cash box. This is used to contactlessly activate the charger. There is also a charge place Scotland RFID card in the vehicle for use on the mainland, which directly invoices our bank account.
- d) **GDS is motoring the EASEE charger** for usage so we can pay the hall - it gives 5kWh so takes 10 hours to charge from 0-100%, the health and longevity of the battery is greatly enhanced by charging little and often between 20-80%. It is also more efficient use of the electricity as the kinetic recharging under engine breaking can work if there is room to recharge the battery. It also prevents there from being overly hot cells in the battery.
- e) **Crash Procedure.** Evacuate the vehicle and call 999
- f) **Keysafe** has been placed between the notice board and the defibrillator. The code is known to the drivers
- g) **Spare Wheel** as the vehicle has a puncture repair kit and no spare wheel, We decided to order a spare wheel to have on Lismore, as it is not that simple to affect a quick repair at a garage.

8) Drivers

- a) **Familiarization.** Andy Hough Carol Wormleighton, Julian Wormleighton, Caroline Bath, Stuart Ross, Roger D-S, Clare Haworth, Ian Mackinnon Mary MacDougall and Gilly D-S have all had vehicle familiarization. Katy Crossan is still to have hers and Dot Hay will once she has recovered.
- b) **Wheel chair** Training will be done at a later date if we find we are needing to use it. The inertia reels are kept safely bagged under the ramp in the back and the wheelchair is at Sailean for safe keeping
- c) **New Drivers.** John Taylor and Jamie Loftus have volunteered to become drivers. GDS will bring them on board. With training in our normal procedures and vehicle familiarization. **GDS also working on users guide and vehicle handbook**

9) Community Bus users

- a) **Request for use of the bus for commercial use.** We have had a request for use of the vehicle to help someone with a bulky item to get it to their customer on the mainland in Perth. Unfortunately, this has to be declined as the carriage is for profit for the individual and is this not permitted by our section 19 license.
- b) **How do we open the use of the vehicle up to more users?** Much discussion was had about working within our charitable purposes and within our section 19 license. Whilst coming up with original ideas for the vehicles use. GDS pointed out that we had 2 governing documents our SCIO constitution and section 19 License we can develop the policies we need so long as they are not in breach of these governing documents or the Law. Examples of use were discussed and we concluded that this needs some more serious time spent on it so it will be tabled for our next meeting

- 10) **AOB** GDS wished it minuted that we have the VAT money to return to PiC and she would be asking that the spare wheel be included in our granted money.

11) Future issues to be raised

- a) **Health and safety policy for EV? Needed for insurance?**

12) Meeting closed 20.40

- 13) **Date of next meeting was set for Monday 15th January to involve the SFRS and discussion on uses**

17 January 2024

Invoice.

To:

Lismore Community Trust

Lismore
PA34 5U

1 off Peugeot Eurobus SRX Auto
Registration: SF64EFY

Price £2,000.00

Note: In recognition of the discounted price of £2,000, since it is valued at £8,400, there is a condition of this sale that should the vehicle be sold within 3 years of the date of this invoice the sale value returns to Lismore Community Transport less the £2,000 already paid.

Bank:	Account Name:	Lismore Community Transport, SCIO
	Account Number:	90032936
	Sort Code:	82-67-04