

LISMORE

COMMUNITY TRANSPORT



lismorecommunitytransport@gmail.com

A Scottish Charitable Incorporated Organisation

Charity Number SCO30469

Draft Minutes Board of Trustee Meeting Monday 3rd July 2023 in the hall

1) Apologies

a) Dot Hay

2) Present Roger DS, Carol W, Gilly DS, Duncan D (zoom), Douglas T (zoom)

3) Minutes of meeting 29th May 2023 proposed by Roger DS seconded by Duncan D

4) Matters arising

a) Communication with Ian Lawrie see below.

b) Communication with PiC see below.

c) CalMac booking update:

Carol W has been having many difficulties making bookings for the vehicle particularly with concession cards and travel warrants, there is still not a failsafe way to make advance bookings. CalMac have advised that she email oban@calmac.co.uk with all the details in advance however they haven't as yet replied.

d) Blue badge expiry:

Duncan D has applied for a new card which will be delivered in the next fortnight.

5) Treasurers report

Duncan D reported little change from last month and no expenditure. However, the Art group has generously donated £100 since they are no longer meeting in the hall, they decided to distribute their funds. He has sent a thank you letter.

6) Vehicle and Grants

Gilly DS gave an update - The application for advance funds for the vehicle which is due this month has been made to PiC who recommended we apply for the full £51,661.20 that has been awarded even though we expect to be excused the VAT. then we can return any unused funds. GDS has returned the requested VAT exemption form to Brian Bachelor. The increase in cost of the vehicle which has come about because of the delay in the process can be covered by the difference. GDS has obtained a recent figure for the kWh charges for the hall which could make charging there, good value for EV's. However the hall will have to decide what charge to set. She also gave examples of charges at local mainland charge points and recommended that a Chargeplace Scotland RFID card was obtained for the vehicle so it can be recharged on the mainland without the need for a smart phone and the bill will go straight to the account. The fast-charging point at CalMac is currently free. Charging of the vehicle at home could be made on a 13-amp supply using an energy monitor plug so the amount of energy actually used to charge the vehicle could then be notified to Duncan D along with the kWh charge for that supply so a reimbursement can be made.

Further discussion about the public access EV point followed. The wall unit is going to cost £7 per month plus 5% of the electric used to charge vehicles. It is proposed that

this will be charged against the hall account at the same time as the hall account is credited with payment for the energy used by those charging their vehicles. Lismore community transport would reimburse the hall the £84 a year. Ian Lawrie is ready to come and fit the charger but further information is to be sought before a final decision is made.

How long is the offer of funds open for?

How long is the warranty valid?

How is the unit serviced/repaired?

Is there an annual maintenance contract?

How do we set the charge to make it fair for the Hall?

It was decided that we meet in 2 weeks to make the decision once this information is obtained.

7) Temporary house guest card.

GDS presented a proforma temporary house guest (THG) card which could be filled in and laminated. These were approved. Decisions on who could be a THG would be made by a trustee with consultation if desired amongst other trustees if there was any doubt. Forms for application will be A5 and put in the document wallet in the vehicle bag. Approved Temporary house guests would be over 16 in line with ordinary membership.

8) Prep of leaflet for launch of new vehicle

Douglas T will make a start on the letter and promotional leaflet that will be going out when the vehicle arrives to promote new use, and invite members to the opening event.

9) AOCB

As the vehicle will be moving from the manse where it is behind gates Duncan D will ask the insurance company if this materially changes the policy. Duncan D suggested that a key safe could be mounted at the hall for the vehicles key then the bag could be kept in the vehicle. Discussion was made as to how to arrange that the vehicle be moved away from the charge point, it was felt that a system would evolve once we discovered how often it needed to be charged. Consideration would need to be given to moving the vehicle away from the Hall when large events were planned.

10) Date of next meeting

A short meeting to discuss the further action on the wall charger following information gathering will be on Tuesday 18th July 7pm in the hall.

Meeting closed at 20.20