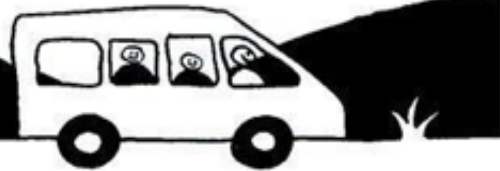


LISMORE

COMMUNITY TRANSPORT



A Scottish Charitable Incorporated Organisation

Charity Number SCO30469

Board of Trustees Meeting held in the Hall 9.30am 1st March 2022

- 1. Present:** Carol Wormleighton, Mary MacDougall, Duncan Drysdale, Gilly Dixon-Spain, Roger Dixon-Spain
- 2. Apologies:** Dot Hay.
- 3. Minutes of the meeting held 17th January 2022:** The Minutes were read out by Gilly and were approved as being a true and correct record, once 'item Sky Care' was corrected to indicate that the £250 gift tokens were something for the Volunteers not the users. Minutes were approved, proposed by Gilly, seconded by Duncan.
- 4. Matters Arising:** Duncan had checked the rear windows of the bus, they were now functioning correctly. He said had not been in contact with Virgin Money (the Bank) yet.

Following on from the Calmac Donation, their Press Release had been posted on the Community Face Book page. Gilly had requested a decal that could to be displayed on the bus, but hadn't received any response.

Duncan hadn't been in touch with Glensanda to ask for a donation, and felt that it might be inappropriate to send such a request, given that LCT wasn't in desperate need of funds at the moment. It was felt that a request should be sent anyway, and that we should be transparent about our current financial situation. There would come a time when we needed the money. Gilly said that we may have to pay £820 for PVG certification, that is still to be confirmed.

A letter of thanks had not been sent to Noelle Odling acknowledging her gift of £200. Roger was asked to write to her.

Gilly said she had delivered additional 'Age Concern' calendars to the older LCT membership.

- 5. Specific Requests:** Emails had been sent to Mandie Currie reference click and collect. Carol said she was not aware that any communication had been sent to Iris Piers on the same subject. Gilly said that a mail had been written and agreed that a copy be sent to Board Members.

Alison Brooks had not been contacted, however the board was clear as to what the response would be if requests were received from her. It was thought that communication with her was unnecessary at the moment.

Gilly confirmed that Community Bus Users Guide had been sent to all new Members.

6. Treasurer's Report: Income had been really healthy during the last month, £2000 from CalMac, £237 Gift Aid, plus other donations a total of £2714.

There were insurance costs of £1152 plus other costs Ferry, full-service and meeting costs amounting to £1442.

We have a positive cashflow to the value of £1272. We will have service costs later in the year that we should have adequate funds to cover.

We had a slightly better Insurance quote (-£74) but the company concerned required a Safeguarding Policy and a health and safety policy to be in place to take advantage of this. We only have a draft of a safeguarding policy at present. We should try to get these policies in place during the year.

Glensanda had not been contacted again about a donation, as Duncan felt that it was difficult to justify asking for further support when we were in a relatively strong financial position.

7. Approval of new Members: Applications had been received from Kiki MacColl, David Henderson, Jane and Andy Hough. These were approved. Membership packs would be sent out by Gilly. Carol said that she would need current e-mail addresses for them so that she could send them schedules.

8. Vehicle Issues: No monthly vehicle checks had been done recently, that we should rededicate ourselves to making sure these were done, and ask Ian MacKinnon if he would take on the job of doing them as he used to in the past. The Bus needed de - greening.

The vehicle had been Serviced on 3rd December 2021, having only had an MOT done in September when it is usually serviced. The vehicle warning light kept coming on indicating it hadn't had an oil change.

Users: The requested Lumiere Matinee had been well received. Roger and Gilly agreed that they were happy to transport Karin and Tony to any further showings for the time being.

9. Preparation for the AGM: It was agreed that the meeting would be held at the Hall on Thursday 24th March at 4.00pm. Followed by tea, coffee and buns. Paperwork to be posted/emailed by 10th March.

10. Safeguarding Policy: Gilly read out the draft, which has been précied from Jenny's and Carol's work. Generally it was felt that a shorter document

was more likely to be read. There need to be a few corrections and we still don't know for certain that we have to have PVG certification for all our drivers. Gilly has written to disclosure Scotland setting out our case and asking for guidance, but not as yet had a reply.

Mary MacDougall volunteered to be the nominated person to which concerned drivers and trustees would report, if an adult was thought to be at risk of harm.

Meeting closed at 11 am

Date of next meeting is AGM 24.3.2022