

## TENTERDEN TOWN COUNCIL – EXTERNAL COMMITTEE

### COMMUNITY TRANSPORT SUB-COMMITTEE

#### NOTES OF A MEETING ON 12.02.2018

**Present:** Cllrs. Mulholland & Miss. Gooch. Non-council members: Liz Thorne (Tenterden Social Hub), Bethan Peal (Manager- Ashford Volunteers), Lee Robinson (Volunteer Support Co-Ordinator- Ashford Volunteers) Jeremy Smith (Chairman-Wittersham Parish Council). Town Clerk, P. Burgess and Julie McCollum

**Apologies for Absence:** Cllr. C Knowles

**Appointment of chair.** Cllr. K. Mulholland was appointed.

**Setting up a community transport scheme.** All present had already looked at KCC information booklet. At this stage the priority identified was completion of the survey on pages 26/27. **Action:** Copy the survey and arrange distribution. **Action:** circulate the power point presentation from KCC to members of this sub-committee.

**Ashford Volunteers (AV)** - Lee and Bethan, from AV reported on services being offered by The Volunteer Car Service. This service is run almost entirely by volunteers. An information sheet was provided. A copy is attached and will to be forwarded with the minutes.

It was explained that volunteer drivers are covered by their own car insurance. They do need to inform their insurance company but premiums should not be affected. All drivers are CRB checked, training is provided together with driver handbooks and safety information. Drivers also have social gatherings where the sharing of experiences and information is very useful. A record is kept of driver's mileage and they are paid 50p per mile. Payment is made via bacs. It is recognised that this service can prove expensive if the driver has to travel a distance to Tenterden; more local drivers are needed. It would also be useful to have a member of office staff who knows the area well.

#### **Action:**

- i) Provide details of The Volunteer Car Service in TTC's next newsletter. Include a request for more volunteer drivers and office staff from the Tenterden area.
- ii) "Councillors surgery" in Town Hall to be used as a promotion for both TSH and Ashford Volunteers.

**Tenterden Social Hub (TSH)** Liz Thorne reported on the services and facilities already being offered and plans for the future. A copy of a handout from KCC Community Transport Workshop was made available.

TSH currently has 4 buses, each with 10 to 12 seats (with advanced notice 17 seats can be made available). There is also an MPV with wheelchair access. The buses are regularly used in the mornings until approx. 10am and in the afternoons from 3pm to 5pm. Buses are also available for community groups to hire for trips and outings. These vehicles are insured for any driver. Alternatively, a driver can be arranged but this would not be recommended for a community bus service. Drivers are currently paid.

TSH have plans to run an 'accompanied shopping service' in the future bringing people from surrounding villages into Tenterden or to Ashford. This would be a driver only service. A community service to Headcorn Station is also being planned.

A Section 19 small bus permit is currently held and provided that all bus users pay to become members a community bus service could operate under this type of license. This is preferred over a Section 22 bus permit which has more regulations.

Although the TSH has 4 buses only 3 of them are available at any one time. This allows for 10 weekly PSV checks, servicing and MOTs. These vehicles are all quite old and TSH will be applying for a grant for a new mini-bus. Liz will liaise with Bethan who may have supporting survey evidence for the completion of the application form.

More research is needed to explore bus routes; to find out what people would like and what they would use. This is something parishes should to be involved in.

It is recommended that a Subsidiary Ltd company is set up to keep any community transport scheme separate.

Software would also need to be purchased to manage a community bus service and TSH will be seeking funding for this.

Ongoing income for similar schemes is usually generated from a combination of the journey fare a membership fee and a contribution from participating parishes. TSH currently charge £5 return to the Day Centre from within Tenterden and £7 from surrounding villages.

**Action:** KCC Questionnaire to be completed to support the application for a grant to purchase the new mini-bus. 500 copies to be printed by TTC. These to be distributed to local parishes for completion, also by surveying the public along Tenterden High Street. Nikki Gooch has offered to help to co-ordinate this. AV have offered to collate the completed questionnaires.

**POTENTIAL FOR A DELIVERY SERVICE.** It was decided to leave any discussion about this to a later date.

**POTENTIAL ROUTES.** To be determined following the results of the survey/questionnaire.

**FUNDING. Action:** Liz Thorne to complete application for KCC grant to purchase a new minibus. **Action:** Ken Mulholland to approach ABC Councillors for money to fund research, printing and other revenue costs.

**NEXT MEETING** – Wednesday 14<sup>th</sup> March at 3pm