

# **ASTON PARISH COMMUNITY MINIBUS**

**CHARITY NUMBER: 1063777**

**ANNUAL REPORT 2011/2012**

**Principal Office:** 9 Kingsgate, Cote Road, Aston, Oxon OX18  
2BP

**Executive Trustees:** Brian Bradley  
e-mail: bribradley@hotmail.com

Tony Harris  
E-mail: tony.r.harris@btinternet.com

**Management Committee:** Chairman & Trustee: David Phipps  
e-mail: dingsgate@gmail.com  
Tel: 01993 851462  
Mobile: 077 022 7 55 44

Secretary & Trustee: John Ordish  
e-mail: john.ordish@virgin.net  
Tel: 01993 850923

Treasurer & Trustee: Tony Harris  
e-mail: tony.r.harris@btinternet.com  
Tel: 01993 850792

Bookings Secretary: Liz Wiltshire  
Tel: 01993 850989

**Management:** The Aston Parish Community Minibus (APCM) is managed by a Committee of three, comprising a Chairman, Secretary and Treasurer, assisted by a Bookings Secretary to manage reservations; and two Executive Trustees, the latter overseeing compliance and best practice. The terms of office for those forming the Committee and the Executive Trustees can be found in the APCM Constitution.

**Objectives & Activities:**

The objective of this charity is to provide and maintain, in good working order, a minibus for the exclusive use of social, welfare and recreational purposes by the villagers living in the parish of Aston (Hereinafter called 'the area of benefit')

The minibus is available for hire to any group, organisation or club (irrespective of sex, political, ethnic, religious or sexual orientation) from within the area of benefit whose responsibility will be to nominate a driver/drivers who meet the requirements of the conditions of hire.

The activities of the APCM presently include the provision of a weekly journey to Witney, a monthly journey to ASDA at Swindon and during the months May-October, a monthly journey to Swindon Shopping Centre, – all journeys to allow Parishioners to visit supermarkets and shops.

Further activities have been the provision of the minibus to allow Parishioners to visit the Cotswold Wildlife Park and attendance at Christmas Lunches at selected hostelryes.

**Achievements/  
Performance:**

Since the election of the present Committee adherence to procedural requirements, specified by the Charities Commission, have been reviewed and adjustments made to documentation (Conditions of Hire); regular checks introduced for the First Aid Kit; monthly weekly checks on Oil, Water, Tyres, Lights; statutory checking to ensure annual certification of the fire extinguisher.

**Other Matters**

Notice of the Annual General Meeting (AGM) will be published on this website and in Voices magazine. Minutes of Annual General Meetings will be published on this website.

**Annual Accounts:**

Income/Expenditure can be accessed from a link on the Home Page.

## **Annual Report May 2012:**

The number of drivers has increased to a total of 6 with the addition of another volunteer. Two of the drivers, on attaining the age of 70, had undertaken the required medical and having submitted this to the DVLA, together with their application for renewal of their licence, had been successful in having their licence renewed.

Max Potter who has acted as Treasurer for a number of years tendered his resignation earlier in the year as he plans to move home shortly and will no longer then be resident in the Area of Benefit. Tony Harris kindly volunteered his services and this was unanimously accepted by the remainder of the Committee. The Chairman, on behalf of the Committee and Trustees, thanked Max Potter for his sterling work.

The Committee decided that participation in the Minibus Drivers Awareness Scheme (MiDAS) was beneficial and all drivers will be asked to attain accreditation in the coming months.

In future, to comply with statutory requirements all drivers will carry their driving licence (both parts where applicable) when driving the minibus.

The Committee are in the process of raising funds for replacement of the existing LDV minibus which is suffering from wear and tear. A contribution towards this has been promised by Catalyst Housing Association which when received will be added to those monies that the APCM has accrued after maintenance, insurance, road tax, etc have been paid.

With the increase in cost of maintenance, road tax, insurance and fuel, the Committee made the decision to raise existing fares by a nominal £1, noting that the previous fares had remained static since 2007. Details can be seen in the minutes of the AGM and the Committee Meeting which followed the AGM.

The Committee has been approached by Oxfordshire County Council with regard to providing a service from Bampton, through Aston, Standlake and Ducklington to Witney on which discussions will be held.