

EXTRACTS FROM THE MINUTES OF THE VIRTUAL WYVERN COMMUNITY TRANSPORT MEETING HELD ON 22 MARCH 2021 PREPARED FOR CANVEY ISLAND TOWN COUNCIL

Treasurer's report.

We are still in a good position and the Reserves money will be transferred back before the end of the financial year

Our journey income is negligible, apart from the concessionary fares payments from ECC.

Transport Manager's report.

We hope to resume Dial a ride service in June.

The Salvation Army will cease operating their foodbank distribution centre on 1 April.

We have been collecting from all the supermarkets on Canvey since last March and we will still do this. perishable goods will be collected and delivered to the food banks.

Food parcel deliveries will continue until 30 April but we are not taking forward any plans after that.

We will refer vulnerable members to other agencies (CAVS etc.) for more specific help, out of concern for those isolated individuals needing more than just food parcels.

The National Minimum Wage will come into effect once employees are back from furlough.

We anticipate that the ECC grant will be the same as last year – Rochfprd £60924, and Castle Point £52290, + CPBC award of £10000.

A O B

We will hold another meeting on Wednesday 31 March to discuss our lease at The White House.

Should we wish to stay at The White House, we would hope to renegotiate certain terms e.g., electricity bills.

F W Le Grice

Secretary Wyvern Community Transport

May 2021

EXTRACTS FROM THE MINUTES OF THE VIRTUAL WYVERN COMMUNITY TRANSPORT MEETING HELD ON 31 MARCH 2021, PREPARED FOR CANVEY ISLAND TOWN COUNCIL

The only item for discussion was WCT's lease at The White House which expires in the middle of January 2022. It was agreed that there is insufficient time for us to seek different suitable premises and we have no option but to stay where we are

DleG pointed out that we could always extend the lease and then seek other premises.

It was agreed that JL would draft a letter to Andrew Roby Smith to say that we are aware that the notice period required by our lease is approaching and how does the Council wish to proceed?

WJ is not aware that the Council intends to make any changes to the tenants at The White House. JL thinks that the Council will be happy for us to stay.

We need to renegotiate some of the terms of the lease and in particular the way utility bills are paid. Currently Carers Choices on the Ground Floor pay 60% and the 1st floor tenants the remaining 40% of the electricity bills which is grossly disproportionate and seems to be based on an informal agreement.; Is it possible for us to have our own meter and how would the Council view that?

Date of next meeting

Monday 24 May 2021 at 1000hrs.

F W Le Grice

Secretary Wyvern Community Transport

May 2021

**EXTRACTS FROM THE MINUTES OF THE VIRTUAL WYVERN COMMUNITY TRANSPORT MEETING
HELD ON 24 MAY 2021, PREPARED FOR CANVEY ISLAND TOWN COUNCIL**

Matters arising.

The response from CPBC's Estates and Asset Manager to JL was that the Council is willing to renew our lease if that is our wish. We must now decide what our preferred terms will be. A sub committee will meet to discuss this further.

Treasurer's Report

DleG confirmed that we have done well with Grants Other thanks to TC and her team, but that fundraising may be more difficult in the future.

TC has submitted an expression of interest to the Post Code Lottery. It was agreed that further discussion should be held about a possible new vehicle, but this is not a priority.

April was an expensive month for vehicle running costs but there should be no unforeseen costs this month.

Transport Manager's Report.

We will start taking bookings for Dial a Ride from 7 June.

The Food Bank has stopped and final parcels go out in the first week of June.

The Canvey Shopper will resume on 14 June.

WJ praised TC and her team and said a lot of people are very grateful to WCT for their efforts during the pandemic.

Review of Policies.

Comments on Equality and Diversity, Safeguarding Vulnerable Adults and Safeguarding Children policies should be with JB by 14 June.

The Financials Control policy will be reviewed at the next meeting.

AOB

GD asked if we will be inviting Seevic students to assist us with marketing. WJ will contact the college.

Date of next meeting.

Monday 26 July at 1000hrs. Venue to be confirmed.

F W Le Grice

Secretary Wyvern Community Transport

June 2021