

## Community Transport Working Group

### Minutes of the Meeting dated 8<sup>th</sup> November 2023 (Zoom)

Cllr C Martin (Chair)	Present		KCC Cllr Hook	Absent
Cllr BJ Martin	Present		KCC Cllr Lehmann	Present
Cllr Saunders	Apology			

#### Present:

Louise Bareham (Town Clerk)

Rob Gibbs (Assistant to the Town Clerk)

#### 1. Apologies

An apology was received from Cllr Saunders.

#### 2. Declarations of Interest

None.

#### 3. Minutes

It was proposed by Cllr BJ Martin, seconded by Cllr Lehmann, and on being put to the meeting, the minutes of the CT Working Group held on 9<sup>th</sup> August 2023, were approved as an accurate record of the meeting. The minutes had been presented at Full Council on 11<sup>th</sup> September 2023.

#### 4. Minibus Order

RG provided an update on the order placed for a Mercedes-Benz Sprinter minibus with London Hire Ltd on a lease arrangement. The vehicle was expected to be ready for delivery at the end of November.

#### 5. Ticket Machine

Two quotes were received from Ticketer and Transmech for portable ticket machine devices. RG explained that Ticketer had the largest market share, with Transmech being a smaller competitor. When compared it was agreed the quote from Ticketer would provide better value for money.

It was proposed by Cllr BJ Martin, seconded by Cllr Lehmann, and on being put to the meeting it was ***recommended to proceed with the quote from Ticketer.***

*Secretary's Note: RG has applied for a grant from Queenborough Fishery Trust towards the cost of the ticket machine.*

6. Volunteer Drivers

RG provided an update on the recruitment of volunteer drivers.

8 people had responded to recent social media advertising. Of those 3 had attended informal interviews and 1 had returned the form so far. 3 were not invited for interview as they did not have the necessary D1 category on their driving licence to drive the minibus. The remaining 2 respondents were currently ill, and RG would follow this up when they have recovered. RG advised he was looking to include editorial and advertising in the Community Ad magazine and Kent Messenger.

3 quotes were received for D1 Minibus training. RG explained that it would be desirable to have someone in the office able to provide cover when volunteers were not able to drive as planned. After January 1997, anyone passing their car driving test had not received the D1 category on their driving licence. Therefore, if RG was to provide cover, then he would need to attend a D1 training course, and 3 quotes were received. Cllr Lehmann advised he would forward details of a training company based in Gillingham, that he had previously used.

It was proposed by Cllr C Martin, seconded by Cllr BJ Martin, it was ***recommended that D1 training was arranged with National Driving Centre unless training could be found more locally.***

7. Route Planning

The current version of the route planning document was received.

RG agreed to incorporate the Faversham Lakes estate as a stopping point on the route and to look at an alternative stopping point on the North Preston estate.

8. Parish Council Liaison & Community Engagement

A draft letter to be sent to parish councils along the proposed route was received.

RG agreed to amend the letter to reflect the days it was now proposed to run the route, to request £500 per annum from each parish council towards costs, and to include Sainsburys as one of the three supermarkets that would be served.

RG advised he would be working on designs for timetable leaflets.

9. Overnight Parking

RG reported on a meeting he had had with Louise Asekokhai (Director of Community Operations, West Faversham Community Association) regarding parking the minibus at West Faversham Community Centre. This had been agreed although WFCC would like to use the vehicle to take some of their groups on trips.

RG agreed to investigate whether the FTC's Section 22 Permit would allow this.

10. Business Sponsorship  
The possibility of approaching local businesses were discussed, including Shepherd Neame.
11. Branding and Future Organisational Structure  
It was agreed that a brand needed to be developed for the service.
- Cllr BJ Martin suggested the brand “Faversham Hopper”, and it was agreed this could be the name used for the service.
12. Travel Costs  
A paper on local bus fares was received.
- It was agreed that for the journeys from to/from the villages (except Oare) the fares should be £3 single/£5 return and for Faversham town fares, £2 single/£4 return.
- The need to calculate the possible fuel costs was discussed.
13. Next Meeting Date  
It was agreed the date of the next meeting would be Wednesday 22<sup>nd</sup> November 2023 at 7:30pm via Zoom.