

## Community Transport Working Group

### Minutes of the Meeting dated 22<sup>nd</sup> November 2023 (Zoom)

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

Present:

Rob Gibbs (Assistant to the Town Clerk)

1. Apologies  
Apologies were received from Cllrs BJ Martin and Hook and Louise Bareham (Town Clerk).
2. Declarations of Interest  
None.
3. Minutes  
It was proposed by Cllr Lehmann, seconded by Cllr C Martin, and on being put to the meeting, the minutes of the CT Working Group held on 8<sup>th</sup> November 2023, were approved as an accurate record of the meeting.
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 still expected at the end of November.
5. Volunteer Drivers  
RG provided an update on the recruitment of volunteer drivers. Four people returned the form following an informal interview and a further potential volunteer was due to come into the office on Friday for an interview. RG had raised the matter at the recent Faversham Community Networking Group meeting to see if they could help promote the need for volunteers and posts had been made in local Faversham groups on social media.  
  
An article and advert had been submitted to the Community Ad magazine and RG would be looking to do the same for the Kent Messenger.
6. Route Planning  
RG reported the route planning document had been updated to include a stop at the Faversham Lakes development and to move the stopping point on the North Preston estate. The route was agreed.  
It was agreed that RG would update the draft timetable and email this to Councillors on 24<sup>th</sup> November. RG would then contact KCC to give the required

28 days' notice and for bus stop information to be prepared. The route would then need to be registered with the Traffic Commissioner.

7. Parish Council Liaison & Community Engagement  
RG advised the letter to Parish Councils had been emailed over the previous week. Positive feedback has been received from Doddington PC.
8. Business Sponsorship  
It was agreed that RG would carry out some research into how other Community Transport schemes handled business sponsorship and what was offered in return.
9. Branding and Future Organisational Structure  
The latest designs for the Faversham Hopper branding were received. It was agreed that the Faversham Hopper font would be changed to Cooper Black font and the green fleetnames would be darkened to aid readability. RG agreed to circulate the amended designs by email on 24<sup>th</sup> November.
10. Next Meeting Date  
It was agreed the date of the next meeting would be Wednesday 10<sup>th</sup> January 2024 at 7:30pm via Zoom.