

West Oxfordshire Community Transport Ltd

Minutes of the Annual General Meeting held at 18.30 on Tuesday 25th August 2020 virtually by Zoom

Present: Directors - Laura Price (Chair), Graham Matthews (minutes), Mike Alexander, Vivian Woodell, Margaret Burden

and members - Andrew Lyon (Head of Operations), Andrew Coles, Carl Rylett, David Bates, David Miles (Volunteer), Heather Shute, Howard Chirgwin, Ian Davidson, Paul Lelliott, Liz Leffman, Richard Kelsall, Ron Wood (Driver)

Observing: Owen Collins

Apologies received from: Jill Thorley, Anne Timpson, Beryl Chatt, Sylvia Duguid, Monica Osborne, Irene McPherson, Chris Moxon, Luci Ashbourne, Dr Ray Hall, Robert Courts

1. Introduction

Laura Price outlined the style of the meeting which is designed to be as accessible as possible in the circumstances of Covid-19 and advised that because no candidates have come forward, there would be no election of directors this year but new directors could be co-opted as required.

2. Minutes

The minutes of last year's Annual General Meeting were accepted and there were no matters arising.

3. Annual report

Five directors were elected last year and Graham Matthews was co-opted during the year. The directors were thanked for their services. Covid-19 affected the period after our year end but town services had shown an increase of 5% and country services an increase of 29% over the year. Saturday services for the country route had been introduced and contactless payment had been well received. Services had to be suspended in full at lockdown due to the vulnerability of our passengers

Mike Alexander ran through the financial statements and answered a couple of questions. Three replacement buses had been acquired and the adoption of the Directors' Report and Financial Statements was proposed by the Chair and agreed unanimously by the meeting.

4. Audit

The motion to dis-apply the requirement for a full audit for the year to 28th February 2021 was agreed but financial statements will remain subject to independent examination.

5. Membership and Fundraising

Margaret Burden outlined the successful fundraising efforts that had taken place and the unique position we have as a membership organisation when applying for grants. An administrator, Owen Collins, has been recruited and work is proceeding with updating our website. We have 164 members of whom 95% reside in West Oxfordshire principally in the Witney area. We have tried to recruit more members in the Wychwoods area. The country service appeals to a younger demographic than the town service.

6. Operations and Premises

Services were getting busier up until lockdown and we have carefully restarted services with safeguards in place such as social distancing, hand sanitiser and screens. Services have been named Witney Weaver and Wychwood Warbler and these changes have been well received.

We continue to get closer to securing premises on Windrush Valley Road from Sanctuary Housing Association which would be a major boost to our facilities and operations.

We remain hopeful of increasing service frequency soon and relooking at the Carterton Town service which was under discussion prior to lockdown.

7. Close of meeting

There were no questions at the end of the meeting so Laura Price closed the meeting after offering her thanks to her board colleagues and all of the other volunteers who help to maintain the organisation.