

Minutes of Committee Meeting

16 West Port, Dunbar

7 March 2011



Present: Peter Armstrong (chair), Morag Haddow (secretary)

Apologies: Jill Thomson, Syed Hassan

Item	Actions	Result
1. The constitution agreed at the public meeting on 3 rd February was signed by the committee members.	<ul style="list-style-type: none">• Morag to purchase folder in which to keep the signed copy and other documents.	<i>Complete</i>
2. An agenda for Thursday's public meeting was agreed.	<ul style="list-style-type: none">• Morag to send to Sue Guy who will facilitate at that meeting.	<i>Complete</i>
3. There was some discussion regarding the need to widen our membership beyond Dunbar. Peter has written to all local community councils, and Fiona Bell has offered to put up information around East Linton as required. Also need a contact in North Berwick and Haddington	<ul style="list-style-type: none">• Hassan to ensure Fiona Bell gets copies of any meeting notices and minutes.• Peter will try to find some-one who can put up notices and minutes in Innerwick.• Peter to invite Jim Hume and the Bus Users Forum to become members of RELBUS.	<i>Ongoing</i> <i>Ongoing</i> <i>Ongoing</i>
4. Peter has application form for funding (to pay for hire of halls, mailing etc) from LEADER.	<ul style="list-style-type: none">• Peter to make this application to LEADER.	Too late for LEADER application. <i>Closed.</i>
5. We noted that we will need a bank account to apply for funds. Morag recommended the Co-operative bank's community banking facilities.	<ul style="list-style-type: none">• Hassan to apply for RELBUS bank account.	<i>Ongoing</i>
6. Peter has had confirmation from Paul Thomas regarding the circumstances in which refunds will be available to passengers.	<ul style="list-style-type: none">• Peter to forward details to Morag for inclusion on RELBUS website	<i>Complete</i>
7. Jill noted letter from a Haddington bus user in last week's Courier regarding bus services and has followed up with a further letter for publication detailing the circumstances in which refunds will be available to passengers	NONE	NONE
8. Peter has spoken to First about the need to mark where to catch the Dunbar bus in Edinburgh. First explained that the 'bus flags' showing the bus numbers are co-ordinated by Lothian Buses.	<ul style="list-style-type: none">• Peter to remind First of the need to mark Dunbar stops in Edinburgh• Hassan to include small map of Edinburgh showing Dunbar bus stops in next Dunbar-Edinburgh timetable.	<i>Ongoing</i>
9. Peter and Hassan have written to Perryman's requesting meeting but	<ul style="list-style-type: none">• Peter to keep trying to arrange a meeting with Mr Perryman	Agreed that meeting not

have had no response.		necessary yet. Need to make business case for new services first. <i>Closed. See item 16.</i>
10. Adopt-A-Bus-stop. Hassan has been speaking to Steph Kerr at ELC Community Planning about this. No response from transportation dept. We just need permission and then could do this ourselves. It was agreed that RELBUS should adopt one of the bus-stops in the High Street (and perhaps Sustaining Dunbar could adopt the other one). Other groups which could be approached include the Primary School and local Tenants and Residents Association.	<ul style="list-style-type: none"> • Hassan to find out how to get permission to put up notices in the bus stops. 	<i>Ongoing</i>
11. Peter has heard that the Real-time Passenger Information boards may be available this year.	<ul style="list-style-type: none"> • Hassan to ask Lisa Black at SESTRAN whether there is any progress on RTPI systems 	<i>Ongoing</i>
12. We noted that members had been complaining about the lack of bus shelters on Kellie Road/Lochend Road.	<ul style="list-style-type: none"> • Hassan to find out whether/where funding might be available for these 	<i>Ongoing</i>
13. We discussed the possibility of a sustainable travel promotion in the local papers in early summer. This could be tied into the launch of the SpareWheels carsharing club.	<ul style="list-style-type: none"> • Morag to report back on dates/costs 	<i>Ongoing</i>
14. Jill noted that she had previously spoken to First about being a 'mystery passenger'. She'd been told that a local person may apply to be a mystery passenger and get free bus travel for a year in return for regular service reports. We agreed that it would be useful for a RELBUS member to take on this role, and as Jill has not heard anything since, Peter will make enquiries in an official capacity.	<ul style="list-style-type: none"> • Peter to enquire about First's mystery passenger reporting 	<i>Ongoing</i>
15. It was agreed to ask the 5 local community councils for a £20 donation/membership fee to cover incidental expenses (e.g travel to meetings)	<ul style="list-style-type: none"> • Peter to write to CCs 	-
16. We discussed need to make business case for new services. Judy has some data from Sustaining Dunbar surveys	<ul style="list-style-type: none"> • Morag to put Judy's survey data on RELBUS website 	-

which we looked through. Need to decide what other information we might need.		
17. Steven King has carried out an audit of bus-stops in Ashfield area.	<ul style="list-style-type: none"> • Hassan to add Steven's data to previous audit data and take to ELC for action where necessary • Morag to create a bus-stop audit sheet so that regular audits can be made 	
18. Discussed need to establish routes of buses within Edinburgh.	<ul style="list-style-type: none"> • Hassan to include minimap of Edinburgh in latest bus/train timetable 	
19. Morag mentioned Edinburgh Coach Lines who run Service 13 in Edinburgh (see http://www.service13.co.uk/). They might be interested in running a Dunbar service?	<ul style="list-style-type: none"> • Morag to find out more about Edinburgh Coach Lines 	
20. Discussed feedback from public meeting.	<ul style="list-style-type: none"> • Morag to email typed notes of this to be prioritised at next committee meeting • Hassan to book room for next public meeting (7th April) and publicise. Need to set agenda. 	
21. Discussed need for direct service to Royal Infirmary. Where are employees travelling from? Visitors? Patients?	<ul style="list-style-type: none"> • Morag to enquire about how to collect this info 	
22. Peter suggested we write to the Courier asking to be put in touch with the Haddington resident who wrote in last week	<ul style="list-style-type: none"> • Peter to do this 	