

VILLAGE NETWORKS COMMUNITY MINIBUS (VNCM)

managed and driven by snvb

FREQUENTLY ASKED QUESTIONS

1. ***What type of minibus is it?***

The minibus has 16 passenger seats all equipped with adjustable seatbelts. (The 17th seat is for the driver.) It is a silver Ford Transit Trend minibus 2200cc: registration plate YD15 JWA. The minibus does have a low step for ease of access but it does not have a ramp or tail-lift for disabled or wheelchair access and it has limited storage space.

2. ***Who operates the minibus?***

The operator is snvb (the South Northants Volunteer Bureau) at our registered address of snvb, Towcester Volunteer Centre, 4 Whittons Lane, Towcester, NN12 6YZ. Tel 01327 358264; fax 01327 358428; email villagenetworks@snavb.org.uk. The minibus is kept at a different address in Towcester.

3. ***What trips can I hire the minibus for?***

The minibus is operated under a Section 19 Permit issued by VOSA (Vehicle & Operator Services Agency) and as such it can only be hired by registered members of VNCM. The terms state that the minibus cannot be hired by commercial/profit-making organisations or hired for activities (or as part of activities) that are profit-making. For example, this means that a private residential home, a private nursing home or a commercial business cannot hire the minibus.

The operator retains the right to refuse a Trip Booking request. Hiring of the minibus should be for trips consistent with the group's constitution and community/voluntary work.

4. ***Who can hire the minibus?***

Charities, community and voluntary groups as well as schools and statutory bodies can apply to be a group member of VNCM and benefit from using the minibus. The minibus can only be hired by eligible groups accepted as members of the scheme. A group needs to be appropriately constituted and non-profit-making.

Please consult us as soon as possible when considering a trip to allow us to check availability as our diary does fill up quickly.

5. ***Is the minibus able to carry children?***

The design and construction of the minibus seating, and restrictions on space available, do not allow us to safely accommodate very young children from aged 0 to 6 years (up to 22kgs). We can carry children aged 6 (from 22kgs) and over who do not need a car-seat as our seatbelts are adjustable.

6. Does the minibus have air-conditioning?

Yes, our minibus has air-conditioning throughout. It is a modern, high-spec minibus, built in 2015 for a safe, smooth and comfortable ride. There are reclining seats, tinted windows, opening windows on both sides, adjustable seatbelts and excellent headroom.

7. How does my group apply for membership?

To apply for group membership, you need to complete the **Application Form for Group Membership** on our website www.snvb.org.uk. Please complete, sign and post to snvb, Volunteer Centre, 4 Whittons Lane, Towcester, NN12 6YZ. Tel 01327 358264; fax 01327 358428; email villagenetworks@snvb.org.uk. **Terms & Conditions of Minibus Hire** can also be found on our website.

8. Do you provide a minibus driver?

Yes. In fact it is a condition that the minibus can only be hired using one of our insured, MiDAS-trained, DBS (CRB) checked drivers.

9. How do I book a trip?

Your group must be an approved, registered Group Member of VNCM to book a trip. Trips must be booked using the **Trip Enquiry Form** with at least 2 weeks' notice and sent to snvb via email to villagenetworks@snvb.org.uk or faxed to 01327 358428 or sent in the post to the above address.

The **Trip Enquiry Form** can be found at www.snvb.org.uk

10. How much will it cost to hire the minibus?

The cost is based upon the total number of miles and the driver time (in half-hourly increments). Costs are inclusive of diesel, insurance and breakdown cover as well as the operating costs for our driver to drive the minibus to and from the pickup point and for the trip itself. Details are shown in our quotation which we will issue on receipt of a completed **Trip Enquiry Form**.

We ask that the quotation is confirmed as soon as possible so we can allocate the minibus to your trip. When you confirm the trip and accept our quotation, we will issue an invoice. Payment details are on our invoice and should be made at least 5 business days in advance of the date of the trip.

Examples of trip costs:

Brackley Town Hall - Northampton Museum - Brackley Town Hall (inc. 2 hours at Museum): £119.

Syresham – Northampton Sixfields – Syresham (inc. 2 ½ hours at Sixfields: £90).

Towcester Town Hall – Warwick Castle – Towcester Town Hall (inc. 5 hours at Castle): £157.

Various discounts may apply so do please contact us using the Minibus Trip Enquiry Form for an exact Quotation.