



# WINSLOW COMMUNITY CAR SCHEME

## INFORMATION FOR DRIVER ENQUIRERS

Thank you for your enquiry about volunteering to drive for the scheme WCCS. It has been running continuously since 2014 and is a successful venture for the Winslow Big Society Group. We have almost 100 passengers registered some of whom are very regular users particularly those attending our many Big Society events. Others just use us in times of need, particularly for health-related trips to doctors, dentists, clinics etc. It is our success that means that we need more drivers to join the team. Drivers need to live in Winslow.

**The Aim:** is to provide a weekday daytime transport service for the people of Winslow, unable to access other forms of transport, to meet their requests for transport to local health providers and social purposes in Winslow and near villages.

### **How the Scheme Works:**

- \* *Passengers* call a central volunteer *Co-ordinator* with their request for a journey.
- \* The *Co-ordinator* takes the details and advises pick up time, charge etc.
- \* A *Driver* is identified from the records by the coordinator and phoned to see if they can help. Once this is confirmed, the *Driver* is given the *Passenger's* name and journey details.
- \* The *Co-ordinator* calls the *Passenger* back and gives the *Driver's* details.
- \* The *Driver* fulfils the journey, takes the charge, notes their mileage and keeps a record.
- \* At the end of the month, the *Driver* puts a report/ claim form in as directed giving all their journey details and claims the appropriate expenses at up to 45p a mile.

**How to Apply:** please fill in the application form provided; do ask if you have any queries with it. With availability, please indicate 'yes' if you are usually free or monthly events that you could help with. Remember you can always refuse to take on a trip when the co-ordinator calls. You can hand back or email your completed form to the person who provided it to you or Vron Corben, Big Society Group Chair, [vcorben1@gmail.com](mailto:vcorben1@gmail.com) 37 Fair Meadow, W 712460

**What Happens Next:** the scheme organisers read the form and let you know if you can be taken on. If yes, you will be DBS checked and you must inform your Car Insurance company. Tell them you will be an unpaid *volunteer* driver and will only be able to claim a maximum of 45p per mile expenses (as set by HMRC) 4p fully electric cars. There should be no additional cost to your premium.

**Getting Started:** once all the formalities are completed, you will receive a driver's manual and pack containing notepad, receipt book, claim forms, money bags etc.

**Keeping in touch:** every month a monthly e-newsletter is circulated to update drivers on developments, upcoming events etc. and from time to time there is a more general Big Society e-newsletter. There are also opportunities to meet other drivers and Big Soc volunteers.

**WE ARE LOOKING FORWARD TO YOU JOINING US ON THIS SCHEME!**

WCCS Co-ordinator 07508 330750 [winslowcarscheme@gmail.com](mailto:winslowcarscheme@gmail.com) Wccsrivrenqinfomar22.docx



# WINSLOW COMMUNITY CAR SCHEME



## DRIVER APPLICATION FORM

NAME : Title                      Forename                      SURNAME

ADDRESS:

Postcode:

TELEPHONE (underline preferred option)

Home

Mobile

EMAIL

CAR: Make

Model

Engine size

Registration

Colour

No of Doors

No of Seats

Seat Height: Low/Average/High

Boot: Small /Medium/Large

DRIVING LICENCE: Number

Expiry Date

INSURANCE COMPANY:

Policy No:

Expiry Date:

Date notified of volunteering:

METHOD OF PAYMENT: Cheque (payable to :

) OR

Credit Transfer (BACS details:

)

REFERENCE: I agree to this person being asked to comment on my suitability and competence for the position of driver.

Name

Address

I agree to the use of the above data by the Winslow Big Society Group, WBSG, to help my participation in its activities including Community Car Scheme journeys. WBSG will only use your data in accordance with our Privacy Policy, which also describes your rights regarding our use of your data.

You can check what information we hold about you at any time, by contacting the Car Scheme Coordinator on 07508 330750, or the Chair on 01296 712460, for all other activities. You can also withdraw this consent at any time, in accordance with the rights set out in our Privacy Policy, by contacting either of these people.

Signed

Date

PTO



# WINSLOW COMMUNITY CAR SCHEME



### Assessment

From 2022 drivers age over 70 or on turning 70 will be asked to take an Independent 'Driving Assessment' through the Buckinghamshire Council at WBSG expense. This is not a **test** 'per se' but advice will be given if appropriate. This will provide an assurance to passengers, organisers and insurance companies.

Please tick the box if you are 70 or over

### Availability:

Please put YES in the boxes to indicate periods when you will normally be available to drive and NO if normally NOT able to.

If you are not free or able at any time asked, there is no compulsion to accept a booking

	Monday	Tuesday	Wednesday	Thursday	Friday
am					
pm					

### Other:

Tick box if you wish to have a copy of this form