

# HATCH BEAUCHAMP COMMUNITY CAR SCHEME

## INITIAL ACTION PLAN

MARCH 2019

Having met with the Roz and Jane at Blagdon Hill to gather information about the Community Car Scheme that they have been running since 2013 here is an initial action plan for HB to hopefully enable us to put in place a similar scheme in our village.

- Decide the radius of our scheme. For example do we want to include other villages. Perhaps Meare Green?
- Gather information from the village as to who would like to use/needs to use the scheme, would be prepared to be a driver and people who might like to help with the admin. This would be in the form of a notice in the parish magazine, a note on the website, a note on the Inner Circle Facebook page and also potentially leafleting around the village to people houses. I also think speaking to Beauchamp House about residents who might require it could be good.  
- potentially prior to doing this need to find quotes for printing costs for the leaflets.
- Speaking to Peter Conrad (treasurer) or Jean Humber at the West Somerset Car Scheme Partnership with regards to coming under their umbrella which can help with the public liability insurance we would need. Perhaps attend a meeting that they hold in May or October to gather more information.
- Possibly also speaking to the above with regards to giving us some money to help with the set up.
- Deciding who would like to be involved on the committee to set up, organise and run the scheme.
- Would need to write a constitution for the scheme as to why we are setting it up and its purpose. (We have a template for this.)
- Need to speak to Somerset County Council with regards to getting the DBS checks (Disclosure and Barring Service) done for drivers.
- Ensuring that all drivers have informed their insurance company and have a returned completed Driver Insurance Proforma and Vehicle Declaration form.
- Ensure that all drivers have seen and read the Drivers Handbook as on [travelsomerset.co.uk](http://travelsomerset.co.uk)
- Put together a plan/price structure for any regular journeys. For example to the local doctors surgeries, hospital, supermarket.