

DRIVING HISTON & IMPINGTON COMMUNITY MINIBUS

Histon & Impington Community Minibus is owned and operated by Friends of Histon & Impington Community (referred to as FHIC in this document). The Charity welcomes volunteers willing to drive the minibus which could not be operated without volunteer drivers.

You may drive a minibus with up to 16 passenger seats using your current car driving licence as long as it's not for 'hire or reward' – i.e. there's no payment from or on behalf of the passengers. Our minibus has 15 seats including the driver.

Conditions you must meet

You can drive a minibus within the UK as long as the following conditions apply:

- you're 21 or older
- the minibus is used for social purposes by a non-commercial body
- you've had your driving licence for at least 2 years
- you meet the 'Group 2' medical standards if you're over 70 - check with Don Kelly (contact details below) who will advise on the necessary procedure for contacting your GP
- you're driving on a voluntary basis and the minibus is used for social purposes by a non-commercial body
- the maximum weight of the minibus is not more than 3.5 tonnes - or 4.25 tonnes including specialist equipment for disabled passengers, e.g. a wheelchair ramp. Histon & Impington Community Minibus is not over this weight
- you're not towing a trailer

When your car licence is next renewed at the age of 70, you'll need to re-apply for your entitlement. Again, contact Don Kelly for details

Every new minibus driver must;

- complete a driver registration form
- provide a copy of their driving licence photo card.
- There is no longer a paper section to the licence and so we will need to view your licence online. Please provide us with a check code which can be obtained by visiting the "View your licence" section of the DVLA website - <https://www.gov.uk/view-driving-licence>. This can only be used once and only lasts for 21 days.
- a driver familiarisation training activity on the minibus before being allowed to drive. This can be arranged through Nigel Evans tel. 07917 095910 or, preferably, by e-mail to nigel@evanscan.uk and please allow a minimum period of three weeks for this to be arranged.

Additionally all drivers must advise FHIC of any illness, accident or driving conviction that may affect their entitlement to drive the Community Minibus.

Any query with regard to the driver registration please contact the minibus administrator Don Kelly on 07738 366387 or 01223 232504 or email dhkelly55@gmail.com

HISTON & IMPINGTON COMMUNITY MINIBUS DRIVER REGISTRATION FORM

Please return completed form to Don Kelly, 3 St Andrew's Park, 3 St Andrew's Park, Histon, Cambridge, CB24 9ER.

1. Personal details

Full Name Date of birth

Personal email address.....

Tel no (home) Mobile no

Address

..... Post Code

2. Driving details

Driver Licence number.....

(PLEASE ATTACH A PHOTOCOPY OF BOTH SIDES OF YOUR DRIVING LICENCE)

Date issued Date expires

Full licence (YES / NO) Year test passed Licence groups.....

The check code obtained from DVLA (note that this is case sensitive). **You can do this by going to www.gov.uk/view-driving-licence and clicking on "Share your licence information".**

(The minibus is insured only for drivers between the ages of 21 and 70 years- any drivers over 70 please contact Don Kelly)

If you answer 'yes' to any of the following questions, then please give details in the space below each question.

1) Have you been convicted during the past 5 years of any offence in connection with a motor vehicle and or any prosecutions or police enquiries pending for motoring offences?

YES/ NO

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2) Have you ever been disqualified from driving?

YES/ NO

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3) Have you had a motor insurance policy declined, cancelled, or been refused renewal or had any special conditions imposed ' ?

YES / NO

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4) Have you been involved as a driver in an accident in the last five years regardless of fault? **YES /NO**

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5) Have you currently, or any history of any condition or disability (whether physical, or mental, including defective vision not corrected by spectacles or hearing loss not corrected by hearing aid) that may affect your ability to drive safely now or in the future. If in doubt, declare any condition or disability. **YES / NO**

(please also detail any medication you are currently taking including dosage)

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6) Have you any additional licences e.g. HGV or PSV, and or relevant minibus driving experience?

YES / NO

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3. Organisation details

Which of our member groups will you be driving for? (If no specific group please insert FHIC)

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Would you be available occasionally to drive for other groups

Yes/No

If yes, at what times might you be available (e.g. mornings, afternoons, evenings, weekends)

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4. Declaration

I declare that the above information is accurate in every detail. I agree to exercise all due care for the safety of my passengers and the security of the vehicle whilst it is in my charge. I understand that it is an offence under the Road Traffic Act to make false statements or withhold any material information for the purpose of obtaining insurance.

I undertake to inform Friends of Histon & Impington Community of any subsequent illness which might affect my ability to drive the minibus and also of any subsequent refusal of motor insurance, or driving convictions. I understand that failure to do so and any false declarations made above may render the insurance cover for the vehicle invalid and I may be held personally responsible to pay costs or damages.

I also undertake to notify Friends of Histon & Impington Community of any accident or damage to the minibus that occurs whilst I am responsible for the minibus. I understand that all information given will be treated in strictest confidence although it may be necessary to disclose some information to the minibus insurers.

I understand and agree to receive information only for the purpose of activities relating to Friends of Histon & Impington Community communication

IMPORTANT

I confirm that I have read and I meet the driver conditions detailed in the introduction to the driver registration form.

Signature of driver.....

Date.....