

Lerryn Area Minibus Association (LAMA)

Minutes of the 2025 LAMA Annual General Meeting (AGM) held at
the Lerryn Memorial Hall on 3rd March 2025

<u>Item</u>	<u>Discussion</u>	<u>Action</u>
1.	Those Present, Apologies for Absence and Quorum Determination The following LAMA members were in attendance: Duncan Elliott (DE), Ann Henderson (AH), David Platt (DP), Jo Warrick (JW) and Nick Warrick (NW, acting LAMA secretary). Apologies were received from LAMA members Richard Halliday (RH) and Annie Singer (AS), community representative Sal Freeman (SF, Lostwithiel Community Association), LAMA driver Ian Holding (IH), nearby organisation representative Christine Barwell (CB, Looe and District U3A) and LAMA supporter Richard Freeman (RF). With 5 LAMA members present, the meeting was quorate.	
2.	Election of Chairperson for Meeting Duncan Elliott was elected to chair the meeting.	
3.	Membership Changes a. Applications. The following organisations had applied for LAMA membership with their membership being confirmed as shown: (1) Lerryn Tuesday Club, £1 share paid and authorised organisation membership confirmed. (2) Lerryn Women's Institute (WI), £1 share paid and authorised organisation membership confirmed. b. Terminations. There were no LAMA membership terminations. c. Quorum Adjustment. With 5 members present out of a total membership comprising 11 individual members and 2 representatives, the meeting remained quorate.	
4.	Minutes of Last General Meeting and Matters Arising The minutes of the general meeting held on 2nd September 2024 were approved. Matters arising were as follows: a. Nick Warrick was to publish the LAMA safeguarding policy on the LAMA website. b. The stage 1-3 upgrade and stage 4 development of the LAMA website had been implemented and was expected to come in £400 under budget.	NW
5.	Report from Chair of the LAMA Committee The report from the current chair of the LAMA committee, Duncan Elliott, is attached.	
6.	Profit and Loss Account for Year and Balance Sheet as at Close of Financial Year The meeting noted that the profit and loss account for 2024 and the balance sheet as at 31st December 2024 had been examined by Nick Warrick (treasurer and acting LAMA secretary), Richard Halliday (training officer) and Duncan Elliott (LAMA committee chair). The examined accounts were approved and a copy of the signed accounts is attached.	Policy

<u>Item</u>	<u>Discussion</u>	<u>Action</u>
7.	<p>Appointment of Auditor / Resolution to Disapply Requirement to Appoint a Qualified Auditor</p> <p>The meeting agreed to disapply the requirement to appoint a qualified auditor and, instead, to accept unaudited accounts and for those accounts to be scrutinised by the secretary and at least two members of the LAMA committee.</p>	Policy
8.	<p>Election of LAMA Treasurer</p> <p>Nick Warrick was elected as LAMA treasurer.</p>	NW
9.	<p>Election of LAMA Secretary</p> <p>Unfortunately, there were no nominations for LAMA secretary. The meeting recognised that this was a crucial role that needed to be filled. Although it was undesirable for one person to fill two key appointments, Nick Warrick offered to act as secretary for General Meetings only and to undertake outward reporting responsibilities only. It was agreed that:</p>	
	a. Nick Warrick was elected as acting LAMA secretary.	NW
	b. The acting LAMA secretary was tasked to submit the annual return to the Financial Conduct Authority (FCA).	NW
	c. Until a new LAMA secretary could be found, the role of LAMA committee secretary would be undertaken on a rotational basis by other members of the LAMA committee.	Policy
	d. All LAMA members were to actively search for a new LAMA secretary.	All
10.	<p>Election of LAMA Committee</p> <p>The meeting recognised that a LAMA committee was needed to manage the routine operation of the association and Duncan Elliott was elected to chair that committee. The following people were also elected to serve on the LAMA committee: Richard Halliday, Ann Henderson, David Platt, Jo Warrick and Nick Warrick. The meeting agreed that committee members should continue in their present roles, but the committee was authorised to reallocate specific responsibilities and to form working groups as required. The committee could also co-opt both LAMA members and non-member LAMA drivers to fill vacant roles, either as voting or non-voting committee members, or as non-committee officers reporting to the LAMA committee.</p> <p>Given that LAMA's procedures had been completely overhauled over the past few years, it was agreed that the LAMA committee only needed to meet quarterly.</p>	DE, RH, AH, DP, JW, NW
11.	<p>Any Other Business</p> <p>There was no other business.</p>	Policy
12.	<p>Date of Next General Meeting</p> <p>The next general meeting (GM) would be held in the Lerryn Memorial Hall on Monday 15th September 2025 at 7:30pm. The next annual general meeting (AGM) would be held in the Lerryn Memorial Hall on Monday 16th March 2026 at 7:30pm.</p>	All

<u>Item</u>	<u>Discussion</u>	<u>Action</u>
	LAMA committee meeting dates were also agreed as follows (with committee members nominated to act as committee secretary as shown in brackets): Monday 16 th June 2025 (AH), Monday 15 th September 2025 after GM (RH), Monday 1 st December 2025 (DP) and Monday 16 th March 2026 after AGM (AH).	All

NICK WARRICK
Acting LAMA Secretary

DUNCAN ELLIOTT
Chair

Attachments.

1. LAMA Committee Chair's AGM 2025 Report.
2. LAMA Profit and Loss Account for 2024 and Balance Sheet as at 31st December 2024.

LAMA Committee Chair's AGM 2025 Report

This past year has just whistled away, has it not?

2024/25 has been an increasingly busy year on many fronts and our current level of success is solely due to my hard-working officers and their support teams to whom I record a most sincere statement of gratitude.

Our media penetration and online accessibility has increased many fold and, I am pleased to report, more of our users have made use of this new facility.

Our regular shopping trips have mostly now returned to pre-COVID levels and our ever-increasing special visits programme has proven very popular. Our loan scheme use has also been taken up on several occasions. All of these events are ably planned and carried out by officers and the team of volunteer drivers.

None of what we do could happen without the continual efforts of our fund-raising team whilst securing our finances and long-term future.

The expertise and dedication of my officers to the objectives of LAMA never cease to amaze me. The annual reports as already submitted to the AGM are testament to the detail and success of this past year.


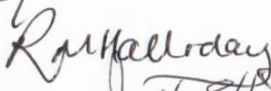

Duncan Elliott

LAMA Committee Chairman

Lerryn Area Minibus Association

Income and Expenditure Account for the Year 1 January 2024 to 31 December 2024

<u>Income:</u>	2024	2023
Bus Revenues - LAMA Organised Trips	£ 3,522.50	£ 3,191.60
Bus Community Loan Scheme	£ 1,796.00	£ 2,517.00
Fundraising	£ 961.21	£ 1,002.99
Donations	£ 765.45	£ 230.00
Grants (Cornwall Council)	£ 1,250.00	£ 1,000.00
Fuel Duty Rebate (BSOG)	£ 392.60	£ 437.15
VAT Rebate	£ 648.54	£ 678.26
Sundry (Gift Aid)	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
Total Income:	£ 9,336.30	£ 9,057.00
<u>Operating Expenses:</u>	2024	2023
Fuel	£ 1,197.65	£ 1,295.22
MOT / Safety / Service / Road Tax	£ 1,927.16	£ 1,439.11
Insurance	£ 1,775.93	£ 1,763.87
Events	£ 98.00	£ 422.45
Accidents & Repairs	£ -	£ 57.87
Admin Overheads & Sundry Costs	£ 1,927.64	£ 1,855.78
Driver Training	£ 3.45	£ 382.17
Share Forfeited	£ -	£ -
VAT Paid	£ 755.42	£ 671.23
Depreciation on Minibus	£ 2,583.00	£ 3,444.00
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
Total Operating Expenses:	£ 10,268.25	£ 11,331.70
Operating Surplus/Deficit:	-£ 931.95	-£ 2,274.70
Interest Received:	£ 2,717.87	£ 2,194.61
Total Surplus/Deficit:	£ 1,785.92	-£ 80.09
<i>NB. Period Surplus/Deficit excluding Depreciation</i>	<i>£ 4,368.92</i>	<i>£ 3,363.91</i>

Accounts Examined by:		
Nick Warrick, Treasurer		Date 20/2/25
Richard Halliday, Training Officer		Date 20/02/25
Duncan Elliott, LAMA Committee Chairman		Date 20/02/25

Lerryn Area MInibus Association

Balance Sheet as at:

31 DECEMBER 2024

31 DECEMBER 2023

Fixed Assets (Mercedes Sprinter Minibus DK66CGY):

Opening Value at 1 January	£	10,332.00	£	13,776.00
Depreciation at 25% per year	£	2,583.00	£	3,444.00
Closing Value at 31 December:	£	<u>7,749.00</u>	£	<u>10,332.00</u>

Current Assets:

Deposit Account	£	70,514.94	£	66,035.25
Cash at Bank	£	3,099.48	£	3,628.91
Petty Cash	£	45.31	£	93.35
Accounts Receivable	£	-	£	-
Total Current Assets:	£	<u>73,659.73</u>	£	<u>69,757.51</u>

Total Assets:

£	<u>81,408.73</u>	£	<u>80,089.51</u>
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Capital and Reserves:

Individual Member & Authorised Organisation Shares (£1 each)	£	26.00	£	23.00
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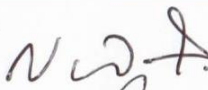
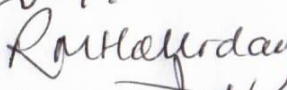
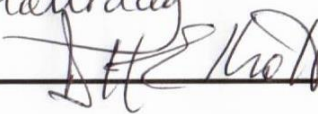
Liabilities:

Accounts Payable	£	-	£	-
"Benefit to the Community" Liability	£	81,382.73	£	80,066.51

Total Liabilities:

£	<u>81,408.73</u>	£	<u>80,089.51</u>
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Accounts Examined by:

Nick Warrick, Treasurer		Date 20/2/25
Richard Halliday, Training Officer		Date 20/02/25
Duncan Elliott, LAMA Committee Chairman		Date 20/02/25