

Lerryn Area Minibus Association (LAMA)

Minutes of the 2026 LAMA Annual General Meeting (AGM) held at the Lerryn Memorial Hall on 16th March 2026

<u>Item</u>	<u>Discussion</u>	<u>Action</u>
1.	<p>Those Present, Apologies for Absence and Quorum Determination The following LAMA members were in attendance: Duncan Elliott, Richard Halliday, Ann Henderson, Jean Piper (Parish Councillor), David Platt, Jo Warrick and Nick Warrick (acting LAMA secretary). The meeting was also attended by LAMA committee members Chrissie Anders, Mark Dunford and Mike Sharpe, by LAMA drivers Tom Barker, Ian Holding, Chris Lutey and John Walker, and by LAMA supporters Wendy Ayres (Lostwithiel Garden Society), Lesley Barker, Emma Dunsdon, Matt Dunsdon, Gill Parsons, Rosemary Robson and Nickie Sharpe. Apologies were received from LAMA member Charlayne Platt, Cornwall Councillor Sarah Preece and LAMA supporters Sue Daw (Lerryn History Society), Lynda Doney, Richard Freeman, Sal Freeman, Sue Watts and Nigel Williams. With 7 LAMA members present, the meeting was quorate.</p>	
2.	<p>Election of Chairperson for Meeting Duncan Elliott was elected to chair the meeting.</p>	
3.	<p>Membership Changes</p> <p>a. Applications. The following individuals had applied for LAMA membership with their membership being confirmed as shown: (1) Christine Anders, £1 share paid and individual membership confirmed. (2) Mark Dunford, £1 share paid and individual membership confirmed. (3) Mike Sharpe, £1 share paid and individual membership confirmed.</p> <p>b. Terminations. Sal Freeman had resigned from the Lostwithiel Community Centre/Association and so her role as community organisation representative was terminated.</p> <p>c. Quorum Adjustment. With 10 members present out of a total membership comprising 14 individual members and 1 representative, the meeting remained quorate.</p>	
4.	<p>Minutes of Last General Meeting and Matters Arising The minutes of the general meeting held on 15th September 2025 were approved. Matters arising were as follows:</p> <p>a. With Christine Anders, Mark Dunford and Mike Sharpe recently joining the LAMA committee, there was no immediate requirement to scope work that could potentially be carried out either by a paid employee or under contract.</p> <p>b. In assessing the Lerryn.net enhancements that were required to implement the phase 5 loans development, the LAMA committee accepted the recommendation from the developer, Iteracy, to re-host LAMA's webpages onto its own website. This was necessary to both avoid making Lerryn.net overly complicated and also to simplify the LAMA online user experience. The budget approved for development was £5,000 plus VAT.</p>	Policy
5.	<p>Report from Chair of the LAMA Committee The report from the current chair of the LAMA committee, Duncan Elliott, is attached. Duncan was delighted with the wonderful turnout for the AGM and he thanked everyone for attending.</p>	

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6.	<p>Profit and Loss Account for Year and Balance Sheet as at Close of Financial Year</p> <p>The meeting noted that the profit and loss account for 2025 and the balance sheet as at 31st December 2025 had been examined by Nick Warrick (treasurer and acting LAMA secretary), David Platt (scheduling and publicity officer) and Duncan Elliott (LAMA committee chair). The examined accounts were approved and a copy of the signed accounts is attached.</p>	Policy
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 (NW) was elected as LAMA treasurer.</p>	NW
9.	<p>Election of LAMA Secretary</p> <p>Mike Sharpe volunteered to take on the role of LAMA secretary, but because of other commitments, he could not take over until July 2026. Nick Warrick offered to continue acting as secretary for General Meetings only until Mike took over. It was agreed that:</p> <ol style="list-style-type: none"> Nick Warrick (NW) was elected as acting LAMA secretary until Mike Sharpe could take over in July 2026. Mike Sharpe (MS) was elected as LAMA secretary from July 2026 The acting LAMA secretary was tasked to submit the annual return to the Financial Conduct Authority (FCA). Until Mike Sharpe was able to undertake the full role of LAMA secretary, the role of LAMA committee secretary would be undertaken on a rotational basis by other members of the LAMA committee. 	NW MS NW Policy
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 (DE) was elected to chair that committee. Jo Warrick resigned as a committee member, but would continue to help Jacquie Martin as booking clerk. The following people were elected to serve on the LAMA committee: Chrissie Anders (CA), Mark Dunford (MD), Richard Halliday (RH), Ann Henderson (AH), David Platt (DP), Mike Sharpe (MS) and Nick Warrick (NW). 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. It was noted that the LAMA committee meeting quarterly last year did not work particularly well and so it was agreed that the committee should instead meet two monthly.</p>	DE, CA, MD, RH, AH, DP, MS, NW Policy
11.	<p>Any Other Business</p> <ol style="list-style-type: none"> <u>LAMA Website Development</u>. David Platt gave a short presentation on the progress of the new website development. He explained that Iteracy had simplified the LAMA user interface, but that the new site still retained the overall look and feel of Lerryn.net. Links with Lerryn.net would be 	

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	maintained and some visitors may not even notice when they transitioned between the two sites. Visitors would also be able to navigate directly to the new LAMA site if they wished. It was hoped that the new site would be ready to go live in April 2026, but appropriate training would be given beforehand where needed and some new facilities might not be implemented until users were familiar with the rest of the new site.	
b.	<u>Minibus Reversing Camera</u> . Several drivers reported that the reversing camera in the minibus was not very effective. It was also suggested that dash cams front and back could help provide valuable evidence should the minibus to be involved in an incident on the road. It was recognised that the two requirements could possibly be combined. It was agreed that the maintenance officer, Duncan Elliott (DE), would investigate installing suitable equipment on the minibus.	DE
c.	<u>Trip Publicity</u> . It was noted that passenger take-up for the weekly Bodmin shopping trip had diminished steadily over a number of years. Although this could reflect a change in passenger need, it was thought that wider advertising, particularly word-of-mouth, might help improve the situation. Some passengers also requested greater notice of special trips to assist with their diary planning. However, to ensure that all passengers had an equal chance of booking onto these trips, it was recognised that online advertising, newsletter publication and putting up posters needed to be coordinated. It was agreed that the scheduling and publicity officer, David Platt (DP), would investigate ways to improve publicity. Chrissie Anders (CA), the passenger liaison officer, also agreed to spread the word at community events she attended.	DP CA
d.	<u>Free Bus Pass</u> . An enquiry had been received as to whether local bus passes could be used on LAMA trips. Sadly, the process for LAMA to offer free travel to bus pass holders was very complicated, including renting special equipment, training drivers and changing LAMA's operating permit, and so it was not considered to be practical.	
e.	<u>LAMA at LostFest</u> . Chrissie Anders (CA) outlined her proposal to have a LAMA stall at LostFest on 17 th May 2026 to advertise the trips and services offered by LAMA. The idea was welcomed by the meeting and it was agreed that arrangements should be coordinated by the LAMA committee.	CA
12.	Date of Next General Meeting The next general meeting (GM) would be held in the Lerryn Memorial Hall on Monday 7 th September 2026 at 7:30pm. The next annual general meeting (AGM) would be held in the Lerryn Memorial Hall on Monday 1 st March 2027 at 7:30pm.	All

NICK WARRICK
Acting LAMA Secretary

DUNCAN ELLIOTT
Chair

Attachments.

1. LAMA Committee Chair's 2026 AGM Report.
2. LAMA Profit and Loss Account for 2025 and Balance Sheet as at 31st December 2025.

LAMA Committee Chair's AGM 2026 Report

Well, another year has just rushed by has it not?

As I recently said at U3A our biggest asset is our people and to all involved I say thank you for the time, effort and expertise given to make LAMA a continuing success for our local community over the last 12 months.

The year has demonstrated a changing trend in bookings suggesting that special trips and loans are on the increase and the demand for supermarket trips declines. This trend is worthy of debate urgently. My feeling is that an approach directly to as many local organisations as possible is made to advertise the service we can provide.

Once I am able to drive again! As from 21/07/26 I will be available for days out; eg, Picnic days out, a day at the races, National Trust locations, Tavistock/Dartmoor and react to local requests.

Our major expense in this last year has been to make our service fully available on the internet and many thanks to Nick Warrick for leading this drive. Our financial position remains stable but under increasing pressure.

Fundraising efforts have been very encouraging with recent "Spuds and Puds" a particular success.

The introduction to regular vehicle checks for the bus is proving successful together with regular liaison with Downend Garage. It must be noted that the bus is approaching 10 years old with but little mileage yet on the clock (just under 40,000 miles). I know of many Mercedes Sprinter vans/minibuses which reach well into 200,000 miles before any major repairs are required. I have every confidence in the vehicle for the immediate future. Internally it is almost new but externally the bodywork begins to show a need for attention. I would ask the committee to consider noting a 3 to 4 day window for this work to be carried out.

Duncan Elliott

LAMA Committee Chairman

Lerryn Area Minibus Association

Income and Expenditure Account for the Year 1 January 2025 to 31 December 2025

<u>Income:</u>	2025	2024
Bus Revenues - LAMA Organised Trips	£ 3,068.70	£ 3,522.50
Bus Community Loan Scheme	£ 2,299.00	£ 1,796.00
Fundraising	£ 1,017.60	£ 961.21
Donations	£ 282.00	£ 765.45
Grants (Cornwall Council)	£ 2,000.00	£ 1,250.00
Fuel Duty Rebate (BSOG)	£ 216.43	£ 392.60
VAT Rebate	£ 947.32	£ 648.54
Sundry (Gift Aid)	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
<u>Total Income:</u>	£ 9,831.05	£ 9,336.30

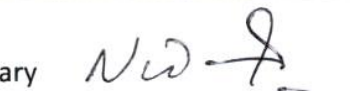

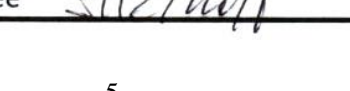
<u>Operating Expenses:</u>	2025	2024
Fuel	£ 1,318.66	£ 1,197.65
Bridge / Ferry / Parking	£ 31.60	£ -
MOT / Safety / Service / Road Tax	£ 1,923.94	£ 1,927.16
Accidents & Repairs	£ -	£ -
Insurance	£ 1,827.24	£ 1,775.93
Events	£ 105.24	£ 98.00
Admin Overheads & Sundry Costs	£ 2,754.62	£ 1,927.64
Bank & Card Payment Charges	£ 74.38	£ -
Driver Training	£ 64.00	£ 3.45
Credit refund	£ 6.00	£ -
Share Forfeited	£ -	£ -
VAT Paid	£ 874.34	£ 755.42
Depreciation on Minibus	£ 1,937.00	£ 2,583.00
	£ -	£ -
<u>Total Operating Expenses:</u>	£ 10,917.02	£ 10,268.25

Operating Surplus/Deficit: -£ 1,085.97 -£ 931.95

Interest Received: £ 2,445.04 £ 2,717.87

Total Surplus/Deficit: **£ 1,359.07** **£ 1,785.92**

NB. Period Surplus/Deficit excluding Depreciation £ 3,296.07 £ 4,368.92

<u>Accounts Examined by:</u>		
Nick Warrick, Treasurer & Acting Secretary		Date 3/3/26
David Platt, Scheduling & Publicity Officer		Date 3/3/26
Duncan Elliott, Chair of LAMA Committee		Date 03/03/26

Lerryn Area Minibus Association

Balance Sheet as at:

31 DECEMBER 2025

31 DECEMBER 2024

Fixed Assets (Mercedes Sprinter Minibus DK66CGY):

Opening Value at 1 January	£	7,749.00	£	10,332.00
Depreciation at 25% per year	£	1,937.00	£	2,583.00
<u>Closing Value at 31 December:</u>	£	<u>5,812.00</u>	£	<u>7,749.00</u>

Current Assets:

Deposit Account	£	73,198.16	£	70,514.94
Cash at Bank	£	4,132.96	£	3,099.48
Petty Cash	£	100.38	£	45.31
Accounts Receivable	£	-	£	-
<u>Total Current Assets:</u>	£	<u>77,431.50</u>	£	<u>73,659.73</u>

Total Assets:

<u>£</u>	<u>83,243.50</u>	<u>£</u>	<u>81,408.73</u>
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Capital and Reserves:

Individual Member & Authorised Organisation Shares (£1 each)	£	32.00	£	26.00
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Liabilities:

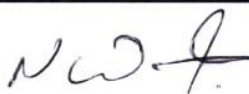
Accounts Payable	£	-	£	-
"Benefit to the Community" Liability	£	83,211.50	£	81,382.73

Total Liabilities:

<u>£</u>	<u>83,243.50</u>	<u>£</u>	<u>81,408.73</u>
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Accounts Examined by:

Nick Warrick, Treasurer & Acting Secretary



Date 3/3/26

David Platt, Scheduling & Publicity Officer



Date 3/3/26

Duncan Elliott, Chair of LAMA Committee



Date 03/03/26