



<u>Item</u>	<u>Discussion</u>	<u>Action</u>
	of the general meeting held on 5 <sup>th</sup> September 2022 were approved and signed:	
	a. The Financial Conduct Authority had approved the full rewrite of the LAMA rules.	
	b. The production by Iteracy of LAMA's user database on Lerryn.net was nearing completion and it would soon be ready for evaluation by LAMA committee members. It was agreed that:	
	(1) A training session would be led by Nick Warrick at Duncan Elliott's home at Tregoning, Brandy Lane, Lerryn at 10am on Saturday 18 <sup>th</sup> March 2023. All LAMA committee members were invited to attend.	NW and all LAMA Cttee
	c. The <a href="mailto:trips@lamaminibus.co.uk">trips@lamaminibus.co.uk</a> email address had been replaced by <a href="mailto:booking@lamaminibus.co.uk">booking@lamaminibus.co.uk</a> and the appropriate forwarding of all @lamaminibus.co.uk email was being maintained by Nick Warrick.	NW
5.	<b>Report from Current / Outgoing Chair of the LAMA Committee</b> The report from the current chair of the LAMA committee, Duncan Elliott, is attached as Enclosure 1.	
6.	<b>Profit and Loss Account for Year and Balance Sheet as at Close of Financial Year</b> The meeting noted that the profit and loss account for 2022 and the balance sheet as at 31 <sup>st</sup> December 2022 had been examined by Nick Warrick (secretary), Richard Halliday (treasurer) and David Platt (publicity and timetabling officer). A copy of the examined accounts is at Enclosure 2. The meeting voted to approve the examined accounts and Nick Warrick was tasked to submit LAMA's Annual Return to the Financial Conduct Authority (FCA).	NW
7.	<b>Appointment of Auditor / Resolution to Disapply Requirement to Appoint a Qualified Auditor</b> 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.	Policy
8.	<b>Election of LAMA Treasurer</b> The meeting noted Nick Warrick's resignation as LAMA Secretary and Richard Halliday's resignation as LAMA Treasurer. Sincere thanks were expressed to both. Nick Warrick was elected as LAMA Treasurer.	NW
9.	<b>Election of LAMA Secretary</b> Carole Elliott was elected as LAMA Secretary. The meeting noted that her role would focus on processing external correspondence, issuing agendas and recording minutes, and that she would be supported by Nick Warrick in submitting online returns, maintaining the LAMA forms library and updating the LAMA webpage.	CE NW
10.	<b>Election of LAMA Committee</b> 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, Brian McClarin, David Platt, Andy Reid and Nick Warrick. However, as Andy Reid was not a LAMA member, he would be a non-voting LAMA committee	DE RH AH BM DP AR NW

<u>Item</u>	<u>Discussion</u>	<u>Action</u>
	<p>member, but as a LAMA driver, he had signed LAMA's privacy policy which would permit him to undertake LAMA officer roles. The meeting agreed that the LAMA committee, itself, should allocate specific responsibilities to particular individuals and it delegated authority to the committee to form working groups as required and to 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>	
11.	<p><b>Any Other Business</b></p> <p>a. It was reported that some people within Lerryn had said that the number of trips run by LAMA was less now than previously. This criticism was not thought to be entirely fair, particularly given the very limited number of seats actually filled by Lerryn residents. Also, the new No 28 bus service in Lostwithiel offered free travel for bus pass holders, which had affected shopping trip passenger numbers and driver availability remained a factor when organising special trips. Nevertheless, it was agreed that the LAMA committee should look again at its trip schedule to see what improvements could be made.</p>	<b>DE</b>
12.	<p><b>Date of Next General Meeting</b></p> <p>The next general meeting will be held in the Lerryn Memorial Hall on 4<sup>th</sup> September 2023 at 7:30pm. The next annual general meeting will be held in the Lerryn Memorial Hall on 4<sup>th</sup> March 2024 at 7:30pm.</p>	

NICK WARRICK  
Secretary

DUNCAN ELLIOTT  
Chair

Enclosures:

1. Report from the Current Chair of the LAMA Committee.
2. Examined LAMA Accounts for 2022.

ENCLOSURE 1 TO  
LAMA AGM MINUTES  
DATED 6<sup>TH</sup> MARCH 2023

**REPORT FROM THE CURRENT CHAIR OF THE LAMA COMMITTEE**

The progress made by the Association in the last 12 months from a perilous position of governance and management is entirely due to the dedication, expertise and efforts made by our team of officers and committee members. I thank each and every one of the team that is LAMA.

Those who manage the Association and those who benefit from the service we provide in turn owe a great debt to those willing volunteers who drive, raise funds, support events, provide raffle prizes and so much more unseen local support.

It must be noted that even when abroad or on holiday notable stars in our midst carried on their work for LAMA.

As we all know there are to be a number of changes to the make-up of the committee at the AGM. The new committee will progress into the coming year benefitting from the work of our retiring officers.

This report is the opportunity to express my personal admiration and gratitude to Richard Halliday for his unstinting personal support to myself and his abilities in juggling several key roles and a busy professional life.

There is no doubt in my mind the expert and meticulous work done by Nick Warrick on so many of our key issues has paved the way for safe and assured working to provide our service in the extended area of influence of local community transport.

Knowing that our vehicle is so well maintained by our maintenance officer, Andy Reid, is reassuring and financially just great.

It goes without saying that without funds in the kitty the business would fail. Fundraising led by Ann with vigour, humour and endless efforts of persuasion contributes so much to our success.

Now, of course, without the driver's rota/route planning and special trips initiative led so ably by David (from his holiday beach at times) we would go nowhere.

Thank you one and all.

Duncan Elliott

Chair March 2023


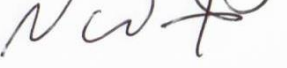

ENCLOSURE 2 TO  
LAMA AGM MINUTES  
DATED 6<sup>TH</sup> MARCH 2023

**EXAMINED LAMA ACCOUNTS FOR 2022**

**Lerryn Area Minibus Association**

**Income and Expenditure Account For The Year Ended 31st December**

<u>Income:</u>	<b>2022</b>	<b>2021</b>
Bus Revenues - LAMA Organised Trips	£ 2,964.59	£ 771.80
Bus Community Loan Scheme	£ 1,016.50	£ 160.00
Fundraising	£ 1,437.20	£ 510.20
Donations	£ 82.00	£ 1,211.00
Grants (Cornwall Council)	£ 1,850.00	£ 8,415.59
Fuel Duty Rebate (BSOG)	£ 265.18	£ 147.31
VAT Rebate	£ 631.66	£ 245.29
Sundry (Gift Aid)	£ 20.00	£ -
<b>TOTAL INCOME</b>	<b>£ 8,267.13</b>	<b>£ 11,461.19</b>
<u>Operating Expenses:</u>	<b>2022</b>	<b>2021</b>
Fuel	£ 1,239.01	£ 453.66
MOT/Safety/Service/Road Tax	£ 961.48	£ 1,435.42
Insurance	£ 1,628.12	£ 1,388.76
Events	£ 117.00	£ 384.10
Accidents & Repairs	£ 334.17	£ 30.69
Admin Overheads & Sundry costs	£ 318.93	£ 45.41
Driver Training	£ 47.37	£ -
VAT Paid	£ 667.73	£ 264.56
Depreciation on Minibus	£ 4,592.00	£ 6,122.50
<b>TOTAL OPERATING EXPENSES</b>	<b>£ 9,905.81</b>	<b>£ 10,125.10</b>
Operating Surplus/Deficit:	<b>-£ 1,638.68</b>	£ 1,336.09
Interest Received:	£ 824.84	£ 516.42
<b>Total Surplus/Deficit:</b>	<b>-£ 813.84</b>	<b>£ 1,852.51</b>
<i>NB. Annual Surplus/Deficit excluding Depreciation</i>	<i>£ 3,778.16</i>	<i>£ 7,975.01</i>

<b>Accounts Examined by:</b>		
Richard Halliday, Treasurer		Date 08/02/2023
Nick Warrick, Secretary		Date 2 Feb 23
David Platt, Timetabling and Publicity Officer		Date 7 Feb 23

## Lerryn Area Minibus Association

### Balance Sheet as at 31st December

	2022	2021
<b><u>Fixed Assets:</u></b>		
	Mercedes Sprinter Minibus DK66CGY	
Opening Value at 1st January	£ 18,368.00	£ 24,490.00
Depreciation at 25%	£ 4,592.00	£ 6,122.00
Closing Value at 31st December	<u>£ 13,776.00</u>	<u>£ 18,368.00</u>
<b><u>Current Assets:</u></b>		
Deposit Account	£ 61,840.64	£ 59,015.80
Cash at Bank	£ 4,521.96	£ 3,576.64
Petty Cash	£ 26.00	£ -
Total Current Assets:	<u>£ 66,388.60</u>	<u>£ 62,592.44</u>
<b>Total Assets:</b>	<b><u>£ 80,164.60</u></b>	<b><u>£ 80,960.44</u></b>
<b><u>Capital and Reserves:</u></b>		
£1 Member and Authorised Organisation Shares	£ 18.00	£ 247.00
<b><u>Income &amp; Expenditure Account:</u></b>		
Previous Year Surplus Brought Forward	£ 80,713.44	£ 78,860.93
Surplus/Deficit for period	-£ 813.84	£ 1,852.51
Disolved share holdings re-absorbed into surplus funds	£ 247.00	£ -
Surplus Carried Forward to Next Year	£ 80,146.60	£ 80,713.44
<b>Total Liabilities:</b>	<b><u>£ 80,164.60</u></b>	<b><u>£ 80,960.44</u></b>

### **Accounts Examined by:**

Richard Halliday, Treasurer

*R Halliday*

Date *08/02/2023*

Nick Warrick, Secretary

*NWA*

Date *2 Feb 23*

David Platt, Timetabling and Publicity Officer

*[Signature]*

Date *7 Feb 23*