

Lerryn Area Minibus Association (LAMA)

Minutes of the 2022 LAMA Annual General Meeting (AGM) held at
the Lerryn Memorial Hall on 7th March 2022

<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 (DE), Richard Halliday (RH), Ann Henderson (AH), Jean Piper (JP), David Platt (DP, by Zoom) and Nick Warrick (NW). Apologies were received from Sal Freeman and Annie Singer. Sal Freeman had requested that Richard Freeman be allowed to deputise for her and to vote in her place. The LAMA members present agreed to this request for this meeting only. With 7 LAMA members and deputies present, the meeting was quorate. The meeting was also attended by Andy Reid (AR, driver and LAMA committee member), and Pauline Hutchings and Brian McClarin (members of the Lerryn Area community).</p>	
2.	<p>Election of Chairperson for Meeting Richard Halliday was elected to chair the meeting.</p>	RH
3.	<p>Membership Changes</p> <p>a. Applications. The following people had applied for LAMA membership with their membership being confirmed as shown:</p> <ul style="list-style-type: none">(1) Duncan Elliott, £1 share paid and membership confirmed.(2) Mrs S J Freeman, £1 share paid and membership confirmed.(3) Richard Halliday, £1 share paid and membership confirmed.(4) Ann Henderson, £1 share paid and membership confirmed.(5) Jean Piper, £1 share paid and membership confirmed.(6) David Platt, £1 share paid and membership confirmed.(7) Annie Singer, £1 share paid and membership confirmed.(8) Nick Warrick, £1 share paid and membership confirmed. <p>b. Terminations. The meeting noted that the LAMA accounts showed a share capital of £247, indicating that the association had 247 members. However, there was no list of these members. The LAMA AGM calling notice and membership invitation had been promulgated widely on the Lerryn.net website and in local leaflet drops and community newsletters, but other than those individuals listed in sub-para 3a above, no one else had shown any interest, either through correspondence or meeting attendance, in joining LAMA or in retaining any LAMA membership they might have held previously. The meeting agreed that the 247 memberships currently recorded in the accounts should be terminated by reason of withdrawal and that those shares should be forfeited and cancelled. The treasurer was to reflect this cancellation in the 2022 accounts.</p> <p>c. Quorum Adjustment. With 7 members and deputies now present out of a total membership of 8, the meeting remained quorate.</p>	RH
4.	<p>Minutes of Last General Meeting and Matters Arising The minutes of the general meeting held on 1st March 2021 were approved and signed.</p>	

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5.	<p>Report from Current/Outgoing Chair of the LAMA Committee The report from the current/outgoing chair of the LAMA committee, Richard Halliday, is attached. The chair apologised that, in his haste to compile his report, he had omitted to mention the booking clerk, which was jointly undertaken by Andy Reid and Sue Giles. As a primary point of contact for passengers, this role was vital for the successful operation of the minibus and the chair was very grateful for the help and support provided by Andy and Sue throughout the year.</p>	
6.	<p>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 2021 and the balance sheet as at 31st December 2021 had been scrutinised by Pat Spencer (outgoing treasurer), Richard Halliday (chair) and Nick Warrick (secretary). The meeting voted to approve the scrutinised accounts and the secretary was tasked to submit LAMA's annual return to the Financial Conduct Authority (FCA).</p>	NW
7.	<p>Appointment of Auditor / Resolution to Disapply Requirement to Appoint a Qualified Auditor 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>	
8.	<p>Change name of society from "Lerryn Area Minibus Association Limited" to "Lerryn Area Minibus Association" The meeting considered that a change of name was necessary because the word "Limited" did not reflect the community centric nature of LAMA's operations, nor the personal service offered by LAMA to its passengers. The meeting also thought that the word "Limited" acted as a disincentive for local people to support the association. It was noted that the change might be allowed by the FCA if they accepted that the objects of LAMA were wholly charitable. The meeting voted unanimously to approve the change in name and the secretary was tasked to formally request the FCA to register it.</p>	NW
9.	<p>Amend LAMA Rules to define the "Lerryn Area" and to broaden LAMA's objects The meeting recognised that the extent of LAMA's area of operations was not properly explained within LAMA's rules and that, without interpretation, the existing objects could be seen to be quite limiting. In order to limit the risk of misinterpretation, particularly with regard to LAMA's operating permit and the minibus's insurance cover, but also to reflect the wide variety of legitimate use that was desired and expected by people and not-for-profit organisations living and based within the Lerryn Area, the meeting voted unanimously to approve the draft partial amendment attached. However, as there was currently only one physical copy of the rules still in circulation, the meeting felt that a complete rule amendment and republication was required and the secretary was tasked to formally request the FCA to register the amendment.</p>	NW

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10.	Election of LAMA Treasurer Sadly, despite many invitations being proffered, no one had been found to take over the role of LAMA treasurer, which had become vacant following Pat Spencer's resignation in January. Richard Halliday offered to take on the role as a temporary measure until a permanent replacement could be found. The meeting was grateful for Richard's generous offer, but recognised that it was undesirable for one person to hold multiple officer roles and concern was expressed about the workload that Richard was taking on. In the absence of any other alternatives, Richard Halliday was elected as LAMA treasurer.	RH
11.	Election of LAMA Secretary Nick Warrick was elected as LAMA secretary.	NW
12.	Election of LAMA Committee The meeting recognised that a LAMA committee was needed to manage the routine operation of the association and Richard Halliday was elected to chair that committee. The following people were also elected to serve on the LAMA committee: Duncan Elliot, Ann Henderson, David Platt, Andy Reid and Nick Warrick. However, as he was not a LAMA member, Andy Reid would be a non-voting committee member, but as a LAMA driver, he had signed a privacy policy which allowed him to continue to perform his existing 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.	RH DE AH DP AR NW
13.	Any Other Business Andy Reid expressed concern that the new parking bay planned for the minibus was not as good as the existing bay. In particular, he was concerned that access to the new parking bay was restricted and that drivers would be tired at the end of the day when they carried out the parking manoeuvre. This view was not shared by the other drivers present as the new bay would in fact be larger than that recently tested and that drivers would find it helpful to refamiliarize themselves on the road before having to undertake the parking manoeuvre. The meeting agreed to allow the parish council to proceed with the parking bay change as planned. However, the meeting noted Andy's concern and recognised that neither parking bay was ideal. In his role as LAMA training officer, Richard Halliday explained that it was his intention to hold a training day with all LAMA drivers to practise parking in the new bay.	RH

Item

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14. **Date of Next General Meeting**

The next general meeting will be held in the Lerryn Memorial Hall on 5th September 2022 at 7:30pm. The next annual general meeting will be held in the Lerryn Memorial Hall on 6th March 2023 at 7:30pm.

NICK WARRICK
Secretary

RICHARD HALLIDAY
Chairperson

Attachments:

1. LAMA Committee Chair's AGM Report dated 7th March 2022.
2. Partial Amendment to LAMA Rules dated 18th February 2022.