

Lerryn Area Minibus Association (LAMA)

Minutes of a LAMA General Meeting (GM) held at
the Lerryn Memorial Hall on 15th September 2025

<u>Item</u>	<u>Discussion</u>	<u>Action</u>
1.	<p>Those Present, Apologies for Absence and Quorum Determination</p> <p>The following LAMA members were in attendance: Duncan Elliott (DE), Richard Halliday (RH), Ann Henderson (AH), Jean Piper (JP), David Platt (DP), Jo Warrick (JW) and Nick Warrick (NW). No authorised organisation representative members were present. With 7 LAMA members present, of 13 registered members and representatives, the meeting was quorate.</p> <p>The meeting was also attended by 2 LAMA drivers (Ian Holding and Dez Monks) and 7 passenger supporters (Chrissie Anders, Mark Dunford, Myra Hicks, Gill Parsons, JP Quinet-Lacrosse, Rosemary Robson and Nickie Sharpe). Also in attendance were representatives from Cornwall Council (Cllr Sarah Preece), St Veep Parish Council (Jean Piper, LAMA member recorded above), Lostwithiel Garden Society (Wendy Ayres), Lostwithiel Rotary (Mike Sharpe) and Lostwithiel University of the Third Age (Carol Williams). In total, there were 20 people in attendance.</p> <p>Apologies were received from 3 LAMA registered members and authorised organisation representatives (Sal Freeman of the Lostwithiel Community Association, Charlayne Platt and Annie Singer), 2 LAMA drivers (Kevin Channer and Ed Quarmby), 2 loan organisations (Sue Daw of the Lerryn History Society and Christine Barwell of the Looe University of the Third Age) and 6 passenger supporters (Richard Freeman, Gwenyth Hambidge, Liz Harris, Mike Harris, Jean Rundle and Lorna Sweet). Overall, there were 13 people who apologised.</p>	
2.	<p>Election of Chairperson for Meeting</p> <p>DE was elected to chair the meeting.</p>	
3.	<p>Membership Changes (Individuals and Organisations)</p> <p>a. Applications. The following organisations had applied for LAMA membership with their membership being confirmed as follows:</p> <ul style="list-style-type: none">(1) LostFest (Lostwithiel Festival), £1 share paid and authorised organisation membership confirmed.(2) Tywardreath Morris, £1 registration paid and nearby authorised organisation membership confirmed.(3) Lerryn Film Club, £1 share paid and authorised organisation membership confirmed.(4) In Search of Tywardreath, £1 registration paid and nearby authorised organisation membership confirmed. <p>b. Terminations. There were no LAMA membership terminations.</p> <p>c. Quorum Adjustment. With no individual member or representative changes, the meeting remained quorate.</p>	
4.	<p>Minutes of Last General Meeting and Matters Arising</p> <p>The minutes of the annual general meeting held on 3rd March 2025 were approved and signed. All decisions from the meeting had been actioned and there were no matters arising that were not addressed in the agenda.</p>	

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5.	Report from the Chair of the LAMA Committee The report from the chair of the LAMA committee is at Enclosure 1.	
6.	Financial Report from the LAMA Treasurer The treasurer's financial report is at Enclosure 2. The meeting noted that, after many years of asking, Cornwall Council had finally recognised LAMA's special trips as being well-being trips and, as a consequence, their annual Community Bus Grant to LAMA had increased from £1,500 to £2,500 per year. The treasurer also reported that the post-COVID enhanced Bus Service Operators Grant would end this year and that future fuel duty rebate payments would likely reduce from around £400 to £250 per year. He also noted that LAMA's savings bank interest rate was reducing from 3.98% at the start of the year to 2.96% from December.	
7.	LAMA Committee Recruitment / Paid Admin Support The meeting acknowledged that some individuals on the LAMA committee were carrying an unsustainable burden and that the current committee of 6 needed to be bolstered. LAMA had been extremely successful in recruiting new drivers, but finding people to help manage and administer LAMA remained a challenge. Two offers of limited help from Mike Sharpe (MS) and Chrissie Anders (CA) were warmly welcomed, as was a possible additional offer from Mark Dunford (MD) which would depend upon his future involvement with LostFest. The meeting recognised that these limited offers would probably not make good the present administrative shortfall and that extra paid assistance might still be required should additional volunteer support not be found. Everyone understood, however, that employing someone would bring its own challenges and that the cost would likely affect future fare prices and minibus replacement options. It was agreed that: <ul style="list-style-type: none"> a. The acting secretary would add MS, CA and MD to the LAMA committee and include them in future correspondence. b. MS, CA and MD would attend future LAMA committee meetings when they could to learn about LAMA operations and to identify opportunities where they might help. c. The LAMA committee would scope the work that could potentially be carried out either by a paid employee or under contract and present their recommendations at the next Annual General Meeting. d. All LAMA supporters were encouraged to invite suitable family members, neighbours and friends to volunteer their help to run LAMA. 	<p>NW</p> <p>MS CA MD</p> <p>LAMA Ctte</p> <p>All</p>
8.	Lerryn.net Phase 5 (Automate Minibus Loan Bookings) The recent Phase 1-4 development of Lerryn.net to manage passenger registrations, journey planning and trip bookings was generally working very well, but there were areas that could be improved to make the system more useable. Minibus loans were, however, still being administered manually. The current loans procedure was cumbersome and the meeting recognised that automating this process could significantly reduce the need for additional volunteer support. Although many individual passengers would continue to need personal assistance when booking trips, the meeting accepted that all community groups should have someone within their organisation who could arrange loans online. It was anticipated that up to £2000+VAT might be required to automate the loans process. It was agreed that:	

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	a. £2,000+VAT was approved for automating the loans process within Lerryn.net. Once fully implemented, all loans would have to be booked online (there would be no manual alternative).	Policy
	b. NW was to liaise with Iteracy about implementing the phase 5 loans development and manage the programme on behalf of LAMA.	NW
	c. NW was to identify the Lerryn.net system enhancements that were still needed and invite Iteracy to cost them.	NW
	d. The LAMA committee was to assess and approve as appropriate which Lerryn.net enhancements should be implemented.	LAMA Ctte
9.	Peninsula Transport £100K Rural Mobility Fund	
	<p>The LAMA committee chairman had received an invitation from Peninsula Transport (a collaborative transport partnership covering Cornwall, Devon and Somerset) to apply for a grant from a £50K fund to address rural transport challenges. Applications would close on 5th October 2025. Unfortunately, no one on the committee felt they had the time and expertise to develop and manage a project that met the requirements of the scheme and assistance was invited from those attending the meeting. Wendy Ayres (WA) mentioned that her neighbour had experience in grant funding applications. It was agreed that:</p>	
	a. Wendy Ayres would approach her neighbour for advice and assistance in applying for a grant from Peninsula Transport.	WA
10	Any Other Business	
	a. It was suggested that LAMA should participate in the village organisation showcase event that was being hosted by the Lerryn Memorial Hall on Saturday 8 th November 2025. It was agreed that the LAMA committee chairman would coordinate LAMA's participation.	DE
	b. It was asked whether LAMA might utilise empty space on the sides of the minibus to raise funds through advertising / sponsorship. It was agreed that the acting secretary would seek the advice of the Community Transport Association (CTA) and minibus insurers.	NW
	c. It was observed that LAMA needed to attract younger people if it were to remain sustainable. Everyone agreed with this and LAMA supporters were invited to submit ideas to the acting secretary.	All
	d. It was suggested that the LAMA committee might benefit from having a passenger representative on the committee. It was agreed that Chrissie Anders' might fulfil this role when she joined the LAMA committee.	CA
	e. Ian Holding (IH) offered his sincere thanks to the LAMA committee for all the work they did to keep the minibus running. This view was endorsed by a round of applause from those attending the meeting.	

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| 11. | Date of Next General Meeting
The next general meeting would be the annual general meeting which would be held in the Lerryn Memorial Hall on 16 th March 2026 at 7:30pm. | |
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NICK WARRICK
Acting LAMA Secretary

DUNCAN ELLIOTT
GM Chair

Enclosure:

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| 1. | Report from the Chair of the LAMA Committee. |
| 2. | Financial Report from the LAMA Treasurer. |

Report from the Chair of the LAMA Committee

As always, I must express my fulsome gratitude to the hard-working committee, drivers and supporters for their ongoing efforts in running your community vehicle.

The very nature of their input demands much more from the community which LAMA serves. Indeed, to ensure the long term of this successful local service, it will become essential for the committee to attract new faces and ideas. I would ask all readers and listeners to look in the mirror and ask "what could I do for LAMA?".

I must encourage those living within our area to not only look inwardly, but why not ask a family member, neighbour or friend. We, your current committee, are holding down multiple roles and it is entirely certain that in due course (in fact sooner than many would like) colleagues may well wish to do other things with their time.

In fact, there has been debate as to whether or not to employ folks to assist, with a consequent drain on funds which can be ill afforded in the light of potential vehicle replacement. A few facts: currently, the vehicle has done around 40,000 miles and such a vehicle noted on Autotrader today would sell at best for around £27,000 to £30,000. A new vehicle of a similar standard would cost between £75,000 and £85,000, depending on specification and less any grants/gifts that may be available. Our successors in the roles of managing LAMA may well consider leasing as an option. Legislation in the use of diesel as a fuel will also impact on what LAMA can do in the future.

The pool of potential drivers will diminish as time goes by because of the need for minibus drivers to have a D1 licence, which was no longer automatically applied to licences after 1st January 1997 (yet another headache for your committee to consider).

This is a very real situation and without extra volunteers it is quite possible that LAMA may well cease to function!

We will continue to provide all current services (shopping, special trips and loans) and we will plan further local uses, as much as funding, loans and operating restrictions will allow.

I commend this report to you all and I ask again **"can you or anyone you know offer some time, expertise and energy to LAMA?"**.

Duncan Elliott, LAMA Chairman, 15th September 2025

Financial Report from the LAMA Treasurer

Lerryn Area Minibus Association

Income and Expenditure Account for the Period 1 January 2025 to 14 September 2025

<u>Income:</u>	2025	2024
Bus Revenues - LAMA Organised Trips	£ 2,120.50	£ 2,319.00
Bus Community Loan Scheme	£ 1,511.00	£ 1,511.50
Fundraising	£ 565.00	£ 564.21
Donations	£ 262.00	£ 213.00
Grants (Cornwall Council)	£ 2,000.00	£ 875.00
Fuel Duty Rebate (BSOG)	£ 216.43	£ 177.08
VAT Rebate	£ 857.57	£ 565.81
Sundry (Gift Aid)	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
<u>Total Income:</u>	<u>£ 7,532.50</u>	<u>£ 6,225.60</u>

<u>Operating Expenses:</u>	2025	2024
Fuel	£ 855.42	£ 846.46
Bridge / Ferry / Parking	£ 16.80	£ -
MOT / Safety / Service / Road Tax	£ 1,498.72	£ 1,121.00
Accidents & Repairs	£ -	£ -
Insurance	£ 209.09	£ 209.09
Events	£ 17.29	£ 55.50
Admin Overheads & Sundry Costs	£ 2,561.41	£ 1,849.85
Bank & Card Payment Charges	£ 47.38	£ -
Driver Training	£ 64.00	£ 3.45
Credit refund	£ 6.00	£ -
Share Forfeited	£ -	£ -
VAT Paid	£ 723.32	£ 549.62
Depreciation on Minibus	£ 1,367.00	£ 1,821.00
	£ -	£ -
<u>Total Operating Expenses:</u>	<u>£ 7,366.43</u>	<u>£ 6,455.97</u>

Operating Surplus/Deficit:	£ 166.07	-£ 230.37
Interest Received:	£ 1,670.56	£ 1,785.11
<u>Total Surplus/Deficit:</u>	<u>£ 1,836.63</u>	<u>£ 1,554.74</u>

NB. Period Surplus/Deficit excluding Depreciation £ 3,203.63 £ 3,375.74

Lerryn Area Minibus Association**Balance Sheet as at:****14 SEPTEMBER 2025****14 SEPTEMBER 2024****Fixed Assets (Mercedes Sprinter Minibus DK66CGY):**

Opening Value at 1 January	£	7,749.00	£	10,332.00
Depreciation at 25% per year	£	1,367.00	£	1,821.00
<u>Closing Value at 14 September:</u>	£	<u>6,382.00</u>	£	<u>8,511.00</u>

Current Assets:

Deposit Account	£	72,423.68	£	69,820.36
Cash at Bank	£	4,749.10	£	3,239.13
Petty Cash	£	163.28	£	76.76
Accounts Receivable	£	352.50	£	-
<u>Total Current Assets:</u>	£	<u>77,688.56</u>	£	<u>73,136.25</u>

Total Assets:**£ 84,070.56****£ 81,647.25****Capital and Reserves:**

Individual Member & Authorised Organisation Shares (£1 each)	£	29.00	£	26.00
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Liabilities:

Accounts Payable	£	89.63	£	-
"Benefit to the Community" Liability	£	83,951.93	£	81,621.25

Total Liabilities:**£ 84,070.56****£ 81,647.25**