

# Minutes of the AGM Meeting of West Sussex Local Pharmaceutical Committee

**Date** Tuesday 28<sup>th</sup> September 2021 starting at 19:30  
**Location:** Zoom Conference Call  
**Present:** Mark Donaghy Chair, Yola Barnard Vice Chair, Alan Salter Treasurer, Nisheet Patel, Becky Harrison.  
**List of contractor representatives present available on request**  
**In attendance:** Julia Powell, Chief Executive Officer, Marie Hockley, Service Development and Support Lead, Micky Cassar, Business Administrator.

1. Welcome

The Chair welcomed LPC members and contractor representatives to the meeting.

2. Apologies for absence

Sam Grieve, C J Patel, Sam Ingram, Sara Paxton.

3. Minutes of the last meeting

The minutes from the 2020-2021 AGM proposed and accepted by those present and were signed as accurate by the Chair.

4. Guest Speaker Tim Snewin, Regional Manager GPhC.

Tim gave a talk on various subjects including the learnings from the codeine linctus intelligence led inspections, emerging insights from Covid-19 vaccination sites, patient safety concerns relating to online prescribing services and an update on reforms to the initial education and training of pharmacists.

5. Presentation of the annual report for 2020 – 2021

The annual report was presented and reviewed by those present. The annual review 2020-2021 was presented and reviewed.

5. Presentation of the financial statements for 2020- 2021

The financial statements for both Community Pharmacy Surrey & Sussex and West Sussex LPC were highlighted by the treasurer and reviewed by the committee members and contractors present. No comments were raised. It was highlighted that the value for money contractors receive is increasing year on year since the implementation of CPSS.

6. Ballot of contractors (all votes received by post or email)

64 postal votes responses were received accepting the accounts. 12 contractor votes were received in the room accepting the accounts. No votes to reject the accounts were received. Total of 76 contractor votes accepting the accounts.

6. EGM Voting on elections

76 postal votes responses were received approving the proposal to postpone the elections for 12 months from 2022 to 2023. 12 contractor votes were received in the room agreeing to the proposal. No votes to reject the proposal were received. Total of 88 contractor votes accepting the proposal.

7. Any other business

Nothing raised

8. Date of next AGM

The next AGM will be held within six months of the end of the 2021/22 financial year and the date will be announced with at least 30 days' notice.

Close: 21:00