

Minutes of the AGM Meeting of West Sussex Local Pharmaceutical Committee

Date Tuesday 27th September 2022 starting at 09:30.

Location: The Old Tollgate, The Street, Steyning, BN44 3WE.

Present: Mark Donaghy Chair, Yola Barnard Vice Chair, Alan Salter Treasurer, Becky Harrison, Skye Leach, C J Patel.

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, Ciara O’Kane, Community Pharmacy Clinical Lead NHS Sussex.

1. Welcome

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

2. Apologies for absence

Sam Grieve, Sam Ingram, Nisheet Patel.

3. Minutes of the last meeting

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

4. Presentation of the annual report for 2021 – 2022

The annual report was presented and reviewed by those present.

5. Presentation of the financial statements for 2021- 2022

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. Alan Salter was thanked for his work as Treasurer.

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

88 postal vote responses were received accepting the accounts. No votes to reject the accounts were received. This represents a total of 57% of West Sussex contractors.

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 2022/23 financial year and the date will be announced with at least 30 days’ notice.

Close: 09:40