

West Sussex Local Pharmaceutical Committee

Chairman: D. Clark MR Pharm S
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Chief Executive: M. Mandelbaum, MR Pharm S
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Minutes of the Annual General Meeting of the Committee held on Wednesday 12th July 2017 at 9.30am at The Old Tollgate Hotel, Bramber, West Sussex.

1.

Officers at the Meeting

p	David Clark	Chairman (Co-opted member for MS&H))
p	Mark Donaghy	Vice Chairman (AIMp member)
p	Martin Mandelbaum	Chief Executive (non member)
p	Alan Salter	Treasurer (AIMp member)

Members at the Meeting

p	Yola Barnard	CCA Member
p	Sam Ingram	CCA Member
p	C J Patel	Independent Contractor
p	Julia Powell	AIMp member
aps	Nish Patel	Independent Contractor
p	Gemma Staniforth	CCA Member
p	Katharine Cox	CCA Member
p	Sanam Sarwar	CCA Member
p	Kevin Headington	CCA Member
p	Karuna Askoolum	CCA Member

Guests at the Meeting

p	Gillian Mandelbaum	Minutes Secretary/Admin (non member)
p	Penny Woodgate	Communication Senior Officer CPSS
p	Michaela Cassar	Business Administrator CPSS

p	Present	pm	Part of the meeting only
aps	Sent apologies	apns	Did not attend or send apologies

2. **Opening Remarks**

The CEO welcomed members and guests.

3. **Apologies for absence**

Apologies for absence were received from Nish Patel.

4. **Officers of the LPC for 2017/18**

For the Post of Chairman, Mr D. Clark was proposed (YB) and seconded (CJ) and there being no other nomination was appointed Chairman for the year.

For the post of Vice Chairman, Mr M. Donaghy was proposed (KH) and seconded (JP) and there being no other nomination was appointed Vice Chairman for the year.

For the post of Treasurer, Mr A. Salter was proposed (MD) and seconded (YB) and there being no other nomination was appointed Treasurer for the year.

For the post of Chief Executive Officer, Mr M. Mandelbaum was proposed (JP) and seconded (GS) and there being no other nomination was appointed CEO for the year.

5. Nominations to the NHS England Area Team and SEC Forum

5.1 Representative for Market Entry & Appeal Authority

Mr. M. Mandelbaum with Mr. M. Donaghy and Mr. D. Clark as deputies.

5.2 SE LPC Forum representatives

LPC Chair, Vice-Chair, CEO and other members on request.

5.3 NESSE team and LPC Meetings

LPC Chair or Vice-Chair and CEO

6. Appointment of observers to LPC

It was agreed that invitations to attend ordinary meetings of the Committee should be issued to Sunil Kochhar (PSNC Rep) and representatives of the Pharmacy team for NHS England SSE. Invitations to the CCGs, Local Authority, LPN and CSU will be specific for any given meeting.

Possibly patient representatives from CCGs

7. LPC Accounts 2016/17

The final Accounts for 2016/17 that have been prepared by our Accountants were presented to the AGM. There were no comments made about the accounts.

They were accepted by the contractors present and will now be added to the Annual Report for 2016/17 which will be published and circulated.

Levy increase used for expenses of CPSS Interim year.

8. Chairman's Remarks

The CEO thanked all the Members and Officers for their work over the last year and looked forward to the coming year.