

**UNADOPTED MINUTES OF THE  
COMMUNITY PHARMACY SHEFFIELD AGM MEETING  
TUESDAY 13 SEPTEMBER 2016**

Royal Victoria Holiday Inn, S3  
7.00 pm – 7.30 pm

<b>MEMBER</b>	<b>21/04/15 Day</b>	<b>30/06/15 Day</b>	<b>22/09/15 Day/Eve</b>	<b>25/11/15 Day</b>	<b>09/02/16 Day</b>	<b>26/4/16 Day</b>	<b>21/06/16 Day</b>	<b>13/09/16 Eve</b>
<b><i>Nominated/ Appointed Contractors</i></b>								
David Russell (Well) (Chair)	+	+	+	+	+	+	+	+
Ravi Mohan (Vice Chair) (Resigned 09/16)	A	+(Chair)	+	+	+	A	+	+
Claire Thomas (Chief Officer)	N/A	N/A	+	+	+	+	+	+
Brigid Murphy (Treasurer) (Resigned 3/16)	+	+	+	+(10am – 11am)	+	R	R	R
Greg Campbell (Treasurer) (Apt 4/16)	N/A	N/A	N/A	N/A	N/A	+	+	+
Crispin Bliss	A	+	+	+	+(am)	+	A	+
Stewart Kelly (Appointed 04/14)	+	+	A	+	A	A	+	+
Sajid Razaq (Appointed 04/14 / Resigned 06/16)	A	+	+	A	A	A	R	R
<b><i>Company Chemist Reps</i></b>								
Emilia Stelmach (Boots)	+	+	+	A	A	+	+	A
Shammi Khosla (Boots) (Apt 4/14)	+	A	A	A	+	A	A	+
Matt Webster (Well) (Apt 06/2012) (Resigned 09/16)	+	A	A	A	A	+	A	R
Luke Downs (Lloyds)	+	+	A	+	A	+	+	+
Terry Relf (Lloyds)	+	+	A	+	+	A	+	+
Adam Yates (Weldricks) (Appointed 12/2013) (Resigning 10/16)	+	+	+	+	+	+	+	+
Nima Raei (Rowlands) (Appointed 03/16)	N/A	N/A	N/A	N/A	N/A	+	+	+
Garry Myers (PSNC Rep)	+	+	A	+	A	+	+	A
Susie Coates (LPC Support Manager) Appointed November 2012	+	+	+	A	+	+	+	+
<b><i>Observers</i></b>								
Richard Oliver (NHSSCCG)	N/A	+	N/A	N/A	N/A	A	N/A	N/A
Jo Tsoneva (NHSSCCG)	N/A	N/A	+	N/A	N/A	N/A	+	+
Steve Freedman (NHSSCCG)	N/A	N/A	N/A	+	N/A	N/A	N/A	+
Peter Magirr (NHSSCCG)	N/A	+	A	+	N/A	+	A	A
Paul Mason (Lo's Pharmacy)	+	+	A	+	N/A	A	A	A
Jon Whitelam (Boots)	N/A	N/A	N/A	N/A	N/A	+	A	A
Vicky Cooper (Healthwatch Sheffield)	N/A	N/A	N/A	N/A	N/A	N/A	+	N/A

**+ = PRESENT    A = APOLOGIES FOR ABSENCE    R = RESIGNED    N/A = NOT APPLICABLE**

<b>1.</b>	<p><b>Apologies</b> Apologies for absence are as noted on the attendance sheet.</p>	
<b>2.</b>	<p><b>Introductions</b> David welcomed contractors and support staff to the AGM which had been arranged this year to coincide with an Update Event. David asked members of the Committee to stand so they could be identified for all other attendees.</p>	
<b>3.</b>	<p><b>Minutes</b> – The Minutes of the AGM meeting held on 22 September 2015 had been signed at the following LPC meeting on 25 November 2015, but were re-signed at this meeting.</p>	
<b>4.</b>	<p><b>Presentation of the Annual Report 2015-16</b> Claire as Chief Officer provided an overview of the year 2015-16 which had been her first year in post. She outlined some of the detail from her comprehensive report; acknowledged and thanked Steve Freedman and Jo Tsoneva for all their hard work linked to the Prime Minister’s Challenge Fund initiative of Pharmacists working in GP Practices which had been a great success. She highlighted that Sheffield was fortunate in having all but one commissioned services still on-going, which is quite an achievement compared to some areas of the country.</p> <p>Claire and David referred to the postponed funding cuts announcement but emphasised that contractors should make no assumptions, but still plan as before.</p> <p>Brigid Murphy had resigned as Treasurer at the end of the last financial year and was unable to attend to speak to the Financial Statements for that period, but her report is contained within the Annual Report for 2015-16 and Greg Campbell, as new Treasurer, was able to outline the detail of this and assured contractors regarding the budget control.</p> <p>It was noted that the Financial Statements had been made available to Sheffield contractors with notice of the AGM and their right to vote on the Financial Accounts.</p>	
<b>5.</b>	<p><b>Ballot of Contractors</b> – All members present and postal votes received, totalling 36 votes, accepted the Financial Accounts for 2015-16.</p>	
<b>6.</b>	<p><b>Update Event</b> – the evening continued with an Update Event, sponsored by Bayer with their representative presenting and enlightening presentations from Huddersfield University Pharmacy Students on Independent Prescribing and MUR activity; Steve Freedman on Living with and Beyond Cancer.</p>	

**NB THESE MINUTES REMAIN IN DRAFT FORMAT UNTIL APPROVED  
BY THE FOLLOWING MEETING OF THE COMMITTEE**