

**ADOPTED MINUTES OF THE  
COMMUNITY PHARMACY SHEFFIELD SPECIAL MEETING  
11 APRIL 2018**

CPS Office, 65a Wicker, S3 8HT

6.30 pm to 7.30 pm

<b>MEMBER</b>	<b>29/11/16 Day</b>	<b>07/02/17 Day</b>	<b>25/04/17 Day</b>	<b>20/06/17 Day</b>	<b>14/09/17 Day</b>	<b>21/11/17 Day</b>	<b>06/02/18 Day</b>	<b>11/04/18 Eve</b>
<b><i>Nominated/ Appointed Contractors</i></b>								
David Russell (Well) (Chair)	+	+	+	+	+	+	+	+
Crispin Bliss (Vice Chair)	+	+	+	+	+ (Chair)	+	+	+ (via phone link)
Claire Thomas (Chief Officer)	Maternity Leave	Maternity Leave	+	+	+	+	+	+
Greg Campbell (Treasurer) (Apt 4/16)	A	+	+	+	+	A	+ (part)	+
Stewart Kelly (Appointed 04/14)	+	+	A	A	+	+	A	N/A
Andrew Hartley (Appointed 10/16)	+	A	A	+	+	+	+	N/A
<b><i>Company Chemist Reps</i></b>								
Emilia Stelmach (Boots)	+	+	+	+	+	+	A	A
Shammi Khosla (Boots) (Apt 4/14)	+ (pm)	A	+	+ (am)	A	R	R	R
Matthew Watters (Boots) (Apt 11/17)	N/A	N/A	N/A	N/A	N/A	N/A	+	+
Jamil Ahmad (Well) (Apt 01/2017)	N/A	A	+	+	A	+	A	+
Luke Downs (Lloyds)	A	+	+	+	+	+	+	+
Terry Relf (Lloyds)	+	+	+	A	+	+	A	R
Rachel Crookes (Lo's) (Apt 10/16)	+	+	+	+	+	+	+	+
Nima Raei (Rowlands) (Apt 03/16)	+	+	A	A	+	A	+	R
Garry Myers (PSNC Rep)	+	+	+	+	+	A	A	N/A
Susie Coates (LPC Support Manager) Apt November 2012	+	+	+	+	+	+	+	+
<b><i>Observers</i></b>								
Jo Tsoneva (NHSSCCG)	N/A	+	N/A	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	N/A	N/A
Peter Magirr (NHSSCCG)	+	A	N/A	N/A	N/A	N/A	N/A	N/A
Martin Bennett (Wicker Pharmacy)	+	+	N/A	N/A	A	A	A	N/A
Steven Haigh (PCS)	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**

		Action
1.	<p><b>Apologies and Welcome:</b> Apologies for absence are as noted on the attendance sheet.</p>	
2.	<p><b>Appointment of Officers:</b> Members met specifically to appointment Officers to the Committee which, following requests for expressions of interest being requested, were unanimously confirmed as follows:</p> <p><b>Chairman – David Russell</b> <b>Vice Chairman – Crispin Bliss</b> <b>Treasurer – Greg Campbell</b></p> <p>Claire agreed to notify the PSNC and NHSE of these appointments.</p>	CT
3.	<p><b>Independent Vacancies:</b> Claire as Chief Officer had, under paragraph 15.6 of the Committee's Constitution, invited Expressions of Interest (EOIs) from Independent Contractors entitled to vote, to fill the two current Independent Vacancies. EOIs could be considered if received with 7 days of despatch of the notice. One of the EOIs had been received just outside the deadline and members agreed therefore that this had to be excluded from consideration. Members therefore reviewed the remaining three EOIs received in time and unanimously agreed to appoint the following two members, who, in their opinion, were most suitable to fill the needs of the Committee, without holding an election:</p> <p><b>Andrew Hartley (representing Vantage Pharmacy, Manor Top) / Simon Hay (representing Skye Pharmacy, Dovercourt).</b></p> <p>The third applicant, although very enthusiastic and clearly very keen to become a member of the Committee, did not have the type of experience presented by the other applicants, which members agreed would be needed to meet the challenges which lay ahead for Community Pharmacy. Susie would thank this applicant for his EOI and encourage him to attend meetings as an Observer where possible. David would advise the other unsuccessful applicant and Claire would congratulate those appointed.</p>	SC DR/CT
4.	<p><b>CPS Finances</b> – Greg tabled a copy of his latest spreadsheet setting out the current finances which were briefly reviewed ready for submission to the next main meeting of the Committee on 24 April for adoption.</p>	
5.	<p><b>Meeting Dates for 2018:</b></p> <p><b>24 April</b> <b>19 June</b> <b>25 September (AGM)</b> <b>20 November</b></p> <p><i>All meetings fall on Tuesdays and excepting the AGM are to be held at Jordanthorpe Health Centre, 1 Dyche Close.</i></p>	ALL

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