

# Community Pharmacy Surrey & Sussex

On behalf of East Sussex, West Sussex and Surrey LPCs



Thursday 19<sup>th</sup> August 2021

Dear Contractor,

## Notice of East Sussex Local Pharmaceutical Committee Annual General Meeting Tuesday 21<sup>st</sup> September 2021 at 7.00 pm at Uckfield Civic Centre.

Please find enclosed an agenda for our Annual General Meeting (AGM), which will take place on Tuesday 21<sup>st</sup> September 2021 at 7.00 pm at Uckfield Civic Centre. Food will be available from 7.00pm with the meeting starting promptly at 7.30pm, finishing within one and a half hours.

Our annual report including financial statements for 2020/21, highlighting our work and performance over the last twelve months, it is now available online at our website [here](#). We have decided not to routinely distribute hard copies, however if you should require a printed copy or accessible format, please contact Micky Cassar, our Business Administrator by emailing [lpc@communitypharmacyss.co.uk](mailto:lpc@communitypharmacyss.co.uk) or call 01372 417726.

We are required to seek the approval of the accounts at the AGM by ballot of pharmacy contractors. You are entitled to cast one vote for each of the pharmacy contractor premises you have in the East Sussex LPC area. **If you are unable to attend the meeting, you can cast your vote and provide feedback by returning the voting form by post or email. Votes cast by these methods must be received by 5.00pm on Sunday 19<sup>th</sup> September 2021, please note CCA members are unable to vote at the meeting and must do so via post or email.**

**An Emergency General Meeting will also be held at this time.** This special meeting of contractors is being called to amend the LPC Constitution to allow the Committee to delay the elections for LPC membership by one year. Currently Members Term of Office expire on 31st March 2022. however, proposals for change about the future model of local and national contractor representation and support, are likely to be put to a contractor vote within the next year. For this reason, the Committee considers that the elections should be delayed until later in the year when the new model of support has been determined by the sector. To achieve this, we propose to amend the Constitution of the East Sussex LPC as follows:

Existing Clause – 13. Term of Office

- Subject to paragraphs 14 and 16, members of the Committee shall hold office from 1 April in the year of the election or appointment for a period of 4 years.

New Clause – 13. Term of Office

- Subject to paragraphs 14 and 16, members of the Committee shall hold office from 1 April in the year of the election or appointment for a period of 4 years. **[Except that the term of office starting on 1 April 2022 shall be postponed until 1 April 2023 and current LPC members shall hold office for a period of 5 years.]**

Please download electoral voting form [here](#).

I do hope you are available to join us for the AGM. Whilst you are not obliged to inform us beforehand if you will be attending, it would be a great help if you are planning to attend, for you to register your details here.

Yours faithfully,

Julia Powell  
Chief Executive Officer  
Community Pharmacy Surrey & Sussex  
On behalf of Surrey Local Pharmaceutical Committee  
Email [juliapowell@communitypharmacyss.co.uk](mailto:juliapowell@communitypharmacyss.co.uk)

**East Sussex Local Pharmaceutical Committee  
Annual General Meeting**

**Tuesday 21<sup>st</sup> September 2021 at 7.30pm  
Uckfield Civic Centre, East Sussex, TN22 1AE**

1. Apologies for absence
2. Minutes of the last meeting
3. Updates on Review Steering Group recommendations, PQS 21/22 and GP CPCS roll out
4. Presentation of the annual report for 2020 - 2021
5. Presentation of the financial statements for 2020- 2021
6. Questions
7. Ballot of contractors (in addition to votes received by post or email)
8. EGM Voting on elections
9. Any other business
10. Date of next AGM

Please note that a meeting of the full LPC will take place prior to the AGM. If you would like to observe the meeting and the work of the committee, you would be most welcome to do so. Please let us know your name and pharmacy details if you are interested to [lpc@communitypharmacyss.co.uk](mailto:lpc@communitypharmacyss.co.uk)