

Community Pharmacy Surrey & Sussex

On behalf of East Sussex, West Sussex and Surrey LPCs



Monday 23rd August 2021

Dear Contractor,

**Notice of West Sussex Local Pharmaceutical Committee Annual General Meeting
Tuesday 28th September 2021 at 7.30 pm via Zoom conference call.**

Please find enclosed an agenda for our Annual General Meeting (AGM), which will take place on Tuesday 28th September 2021 at 7.30 pm via Zoom conference call. For planning purposes, I would suggest you log in 15 mins before the meeting is due to start to allow for any technical issues which may arise. The meeting will be completed 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@communitypharmacys.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 West Sussex LPC area. We are also seeking approval on delaying the LPC elections from April 2022 to April 2023 to ensure we can take into account the Review Steering Group recommendations; this would require an amendment to our LPC Constitution. **If you are unable to attend the meeting, you can cast your votes and provide feedback by returning the voting forms by post or email. Votes cast by these methods must be received by 5.00pm on Sunday 26th September 2021, please note CCA members are unable to vote at the meeting and must do so via post or email.**

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@communitypharmacys.co.uk

West Sussex Local Pharmaceutical Committee
Annual General Meeting

Tuesday 28th September 2021 at 7.30pm
Via Zoom conference call

1. Apologies for absence
2. Minutes of the last meeting
3. Guest Speaker Tim Snewin, Regional Manager GPhC
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@communitypharmacys.co.uk