



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

Unit 8 Weltech Centre, Ridgeway, Welwyn Garden City, Herts, AL7 2AA
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AGM MINUTES

Monday 18 September 2017
Mercure Hatfield Oak, Hatfield

Present

Girish Mehta (Chair)
Ingrid Cruickshank (Vice Chair)
Tobi Akindele
Karsan Chandegra
Hitesh Dodhia
Rizwan Majid
Garry Michaels
Raj Patel
Rachel Solanki

Professional

Helen Musson (HM)
Jeanette Edwards
Sara Norwood
Sally Hutcherson

Apologies

Nilesh Bathia
Parag Oza
Graham Phillips
Roy Winograd

Guests

Cinzia Pezzolesi - UoH

A large, stylized handwritten signature in black ink, appearing to be 'G.M.' or similar, written over a large, empty oval shape.



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Minute No.	Agenda Item	Lead
AGM 2017.1	<p><u>WELCOME & APOLOGIES</u> Chair welcomed everyone to the meeting. Apologies were received from LPC members Nilesh Bathia, Parag Oza, Graham Phillips and Roy Winograd.</p>	
AGM 2017.2	<p><u>CONFIRMATION OF 2016 AGM MINUTES</u> The minutes were approved and signed off by the Chair. They are now on the LPC website.</p>	
AGM 2017.3	<p><u>ANNUAL REPORT</u> Chair presented the annual report and reported on the LPCs achievements. He reminded everyone that the LPC is here to support all contractors.</p>	
AGM 2017.4	<p><u>APPROVAL OF LPC ACCOUNTS 2016/2017</u> The Statement of Accounts and paperwork had been forwarded to all contractors one month before the meeting. The LPC had received 97 postal votes and 29 on the night votes to approve the accounts. The accounts were approved.</p>	
AGM 2017.5	<p><u>APPOINTMENT OF AUDITOR</u> Pomroy Associates, Chartered Accountants at Weltech Centre, Ridgeway, Welwyn Garden City, AL7 2AA was approved.</p>	
AGM 2017.6	<p><u>Q&A</u> The LPC committee introduced themselves to the guests. No questions were received.</p>	
AGM 2017.7	<p><u>QUALITY PAYMENTS</u> Helen Musson, LPC Executive Officer, gave a presentation on quality payments key reminders including the November review point. HM requested contractors should contact the LPC office regarding nhs mail queries.</p>	
AGM 2017.8	<p><u>APPLYING TECHNIQUES IN THE WORKPLACE TO PROMOTE PATIENT SAFETY AND RECUING UNDSIRABLE INCIDENTS</u> Cinzia Pezzolesi, Senior Lecturer, Department of Pharmacy, University of Hertfordshire presented an interactive talk with guests regarding mindfulness in the workplace.</p>	
AGM 2017.9	<p><u>PATIENT SAFETY REPORTING</u> Helen Musson, LPC Executive Officer and Ingrid Cruickshank, Area Manager, Lloyds Pharmacy gave a presentation regarding patient safety. No questions were raised.</p>	
AGM 2017.10	<p><u>FINAL QUESTIONS AND NEXT STEPS</u> Chair asked the guests if they had any final questions.</p> <ul style="list-style-type: none"> • HLP – local needs in area – Hertswide not national. • HP2 lady Dacorum 	
AGM 2017.11	<p>GM thanked everyone for attending. The meeting formally closed at 9:26pm. Date of next AGM to be confirmed.</p>	