

**ADOPTED MINUTES OF THE  
COMMUNITY PHARMACY SHEFFIELD AGM  
24 SEPTEMBER 2019**

**Platinum Suite, SUFC, Bramall Lane  
7.00 pm – 9.30 pm (buffet 6.30 pm)**

<b>MEMBER</b>	<b>24/04/18 Day</b>	<b>19/06/18 Day</b>	<b>25.09.18 Day</b>	<b>20.11.18 Day</b>	<b>12.02.19 Day</b>	<b>09.04.19 Day</b>	<b>11/06/19 Day</b>	<b>24/09/19 Eve</b>
<b><i>Nominated/ Appointed Contractors</i></b>								
David Russell (Well) (Chair)	+	+	+	+	+	+	+	+
Crispin Bliss (Vice Chair)	+	+	+	+ (Chair)	+	+	+	+
Claire Thomas (Chief Officer)	+	+	+	+	+	+	+	+
Greg Campbell (Treasurer) (Apt 4/16)	+	+	+	+ (part)	+ (part)	+ (part)	+	+
Andrew Hartley (Appointed 10/16)	+	+	+	+	+	+	A	+
Simon Hay (Appointed 4/18)	A	+	+	+	+	+	+	A
<b><i>Company Chemist Reps</i></b>								
Emilia Stelmach (Boots)	+	+	+	A	+	+	+	+
Matthew Watters (Boots) (Apt 11/17)	+	+	+	+	+	A	+	+
Jamil Ahmad (Well) (Apt 01/2017)	+	+	+	A	A	+	+	+
Luke Downs (Lloyds)	+	+	+	+	+	+	+	+
Rachel Crookes (Lo's) (Apt 10/16)	A	+	+	+ (part)	+	+	+	+
Dougie Mistry (Day Lewis) (Apt 4/18)	+	+	+	+	+	+	A	+
Louise Gurney (Boots) (Apt 5/19)	N/A	N/A	N/A	N/A	N/A	+	+	+
Garry Myers (PSNC Rep)	+	+	+	A	+	+	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	+	+	+	+
Steve Freedman (NHSSCCG)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	+
Peter Magirr (NHSSCCG)	N/A	N/A	N/A	+	N/A	N/A	N/A	N/A
Steven Haigh / Neil Heslop / Yvonne Elliott / Andy Hilton (PCS)	+	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></p> <p>Apologies for absence are as noted on the attendance sheet.</p>	
2.	<p><b>Introductions:</b></p> <p>Claire, as Chief Officer, welcomed contractors and Pharmacy Support Staff to the Update Event which would include the Community Pharmacy Sheffield AGM.</p>	
3.	<p><b>Minutes:</b></p> <p>The Minutes of the AGM meeting held 24 September 2018 had been approved and signed at the following November 2018 CPS meeting, but were noted.</p>	
4.	<p><b>CPS AGM</b> – Claire as CPS Chief Officer, thanked everyone for attending and in referring to her Report in the Annual Report which had been circulated to all contractors, acknowledged a further difficult year that contractors and their staff had endured. On the positive side, Claire outlined the following successes:</p> <ul style="list-style-type: none"> <li>• Digital Interoperability: Community Pharmacist Access to GP Clinical System;</li> <li>• Shared Care Hypertension Pilot;</li> <li>• Funding for Independent Prescribing Training Support.</li> </ul> <p>The details of the <a href="#">Financial Statements</a> (which had been made available to contractors with the <a href="#">Annual Report</a> and formal notice of the AGM) were re-affirmed, reassuring contractors regarding the budget control.</p>	
5.	<p><b>Ballot of Members:</b> It was confirmed that 86 votes accepting the Financial Statements of CPS for the year ending 31 March 2019 had already been received by email, which was enhanced by several independent members voting at the AGM itself.</p>	
6.	<p><b>Update Event</b> – This was kindly compared by Jack Davies CEO, Community Pharmacy North Yorkshire, with active audience participation using “Slido” technology and included presentations on the following:</p> <ul style="list-style-type: none"> <li>• Boehringer Ingelheim – <b>COPD</b> (Sponsor);</li> <li>• <b>The CPCF for 2019/20 to 2023/24: Supporting delivery for the NHS Long Term Plan</b> - Garry Myers PSNC Regional Representative;</li> <li>• <b>Primary Care Networks.</b> Anthony Gore - Clinical Director for Care Outside of Hospital NHS Sheffield CCG;</li> <li>• <b>PCN Planning</b> – Claire Thomas, CPS CEO covering details on the following: Mapping of pharmacies within PCNs; Linking with local leaders who are supporting the development of PCNs; Contacting PCN Clinical Directors; Volunteers from Pharmacies to act as a representative/lead in each PCN; Training &amp; support for the PCN leads; Regular comms &amp; meetings for contractors in each PCN.</li> </ul> <p><b>Attendees were asked to:</b></p> <ul style="list-style-type: none"> <li>• Consider how they could develop or enhance their relationships with local GP practices &amp; other local health care providers;</li> <li>• Engage in local opportunities for collaborative working;</li> <li>• Consider whether they would be willing to act as a Community Pharmacy Lead for their PCN</li> <li>• Start a conversation with other local pharmacies about how to collaborate within their PCN.</li> <li>• Concluding with a <b>Panel Discussion</b>.</li> </ul> <p>Time and facilities were allowed for networking post the official meeting close.</p>	