

**Minutes of the Annual General Meeting of the Cheshire LOC**

**Held on 28th July 2020**

**Present: Committee Members**

Fionnuala Stott Chairperson

Phil Cooke Treasurer

Amy Thompson Secretary

Lyndon Thompson

Jane Smellie

Jill Umpleby

Harinder Notay

Andy Riley

Stephen Halpin

Mark Simpson

Rupesh Bagdai LEHN

Paul Carberry NHSE

Tom Mackley LOCSU

Sandie McBennett Administrator

1. **Welcome by the Chairman, Fionnuala Stott**

The Chairman welcomed all to the meeting. FS gave apologies for the lateness of the AGM as a result of the Covid-19 lockdown.

1. **Apologies for Absence**

Apologies for absence were received Gordon Elliott, Julia Maiden, and Helen Denton.

**Resolved: that apologies for absence from the above named be accepted.**

1. **Minutes of the 2019 AGM**

Proposer: Jane Smellie, Seconder: Phil Cooke.

**Resolved: that the minutes of the 2019 Annual General Meeting be confirmed as a correct record and signed by the Chairman.**

1. **LEHN**

Rupesh Bagdai gave an overview of the activities of LEHN during the Covid-19 period to date working as one across the north-west; Cheshire, Mersey, Lancashire, South Cumbria and Greater Manchester. RB and Paul Carberry had worked hard to pro-actively engage with the profession, attending all LOC meetings and the LOC Chair’s meetings. Notable work to date included:

* CUES had been commissioned with NHSE making strong recommendations to all CCGs.
* Working for patients using NHS volunteers to support vulnerable patients with sight loss.
* The homeless eye care service.
* Lessons learned – feedback would be used to make improvements.
* Atrial fibrillation pilot
* Independent prescribing pilot – 100 day challenge
* Carbon neutral

The Chair thanked Rupesh Bagdai and Paul Carberry for their presentation

Rupesh Bagdai and Paul Carberry left the meeting.

o matters arising were reported.

1. **Chairman’s Report**

Fionnuala Stott, Chair, report received: -

The Chair wished to note her thanks to the whole committee for their dedicated work over the last year. The committee had made in roads to work with Primary Care Networks of which there were many. The engagement with the PCNs had recently halted during lockdown however the work was helpful in the first few weeks of Covid-19 in building relationships with GPs. Work was ongoing with the CCG; MECS had been launched in West Cheshire which was working well.

Thanks were also noted to Phil Cooke for his work on the LOC accounts and to David Knowles for his oversight of the accounts preparation at year end.

Phil Cooke and Jill Umpleby had managed the purchase and distribution of PPE which was funded by the LOC, in addition there would be further supplies from LOCSU.

1. **Secretary’s Report**

Amy Thompson, Secretary, report received.

The Secretary thanked all for their attendance and engagement in joining the first ever virtual Cheshire LOC Meeting. The previous year’s highlights were noted:

* There had been five meetings.
* Nigel Oldbury had retired from the committee with thanks for his long term commitment, he had served 20 years on the LOC.
* Lyndon Taylor had stepped down as Chairman, the committee wished Lyndon an enjoyable retirement from practice, however, were very grateful that he had remained on the LOC.
* Andrew Riley, Stephen Halpin and Gordon Elliott were welcomed to the committee.
* Jane Smellie had been re-elected and continued her work with the PwLD pathway.
* The Committee had good representation at the NOC in November.
* Regionally the LOC had focussed on building relationships with neighbouring LOCs to share resources and consult on wider issues.
* The Committee had upskilled in year, Jill Umpleby would complete the Leadership Course run by LOCSU and Hari Notay and Stephen Halpin had completed the Induction Course also run by LOCSU. Jane Smellie had recently completed the Independent Prescribing qualification. Andrew Riley was awarded a Fellowship of the College of Optometry for his long standing work in the profession.
* CET and Peer discussion events were a vital way of engaging with the profession, thanks were noted to Jill Umpleby.
* Thanks to Fionnuala Stott for taking over as Chair during the most challenging of times.
1. **CET Officer’s Report**

Jill Umpleby reviewed the delivery of CET, particularly during the Covid-19 restrictions and delivery via virtual media. There were very many external CET events available. As soon as it was possible, the LOC would again provide CET events in person. The GOC had released Optometrists from the minimum point requirement for this year.

1. **Treasurer’s Report**

Report received. The Treasurer, Phil Cooke gave context around the accounts presented and scrutinised: -

* On 1st January 2019, the account held £61k and finished the year on £44k. In the previous year it was agreed to reduce the 1.5% to 1%.
1. **Approval of 2019 Accounts**

Proposer: Mr L Taylor, Seconder: Mr S Halpin.

**Resolved: that the Cheshire LOC 2019 Accounts be agreed.**

1. **Vote on the Following Resolutions: -**
	1. **Resolution 1**- **to retain the statutory levy on all NHS sight tests to 0.5%**
	2. **Resolution 2**- **to give the Cheshire LOC a mandate to vary the statutory levy by no more than plus or minus 0.5%**

**Resolved: following the vote with those present, all in favour that the Resolutions 1 and 2 be agreed.**

1. **Adoption of the 0.5% contribution to the LOC Support Unit for 2019/20**

**Resolved: following the vote with those present, that the adoption of the 0.5% contribution to LOCSU be agreed.**

1. **Appointment of Account Inspector for 2019/20**

The Chairman wished to note Cheshire LOC’s thanks to David Knowles for his work and oversight during the past year.

**Resolved: that David Knowles be appointed the Account Inspector for the Cheshire LOC for the year 2020/21.**

1. **Primary Eyecare Services Limited Report**

Gordon Elliott had provided a comprehensive written report.

1. **LOCSU**

Tom Mackley gave an oversight of LOCSU and it’s makeup; they were formed by the AOP, FODO and ABDO to support the 76 LOCs. The organisation was formed to support the LOCs. The 3 parent organisations provide 2 Board member each; 2 from FODO, 2 from AOP and 2 from ABDO. The LOCs had representation also, 1 form each of the regions; in the north-west this was Matt Jinkinson. LOCSU worked on a local, regional and national level to provide support to LOCs.

1. **Any other Business**

Hari Notay wished to gauge how the members of the LOC were and managing during the Covid restriction period; was there anything the LOC could do to help the profession?

Members were asked to contact the LOC if there were any problems or issues the LOC could assist members with.

The LOC Committee would look at their own smaller geographical areas to reach out to their local profession.