

# HERTFORDSHIRE LOCAL OPTICAL COMMITTEE AGM

Monday 26<sup>th</sup> March 2018

Meeting Room 2, Biopark, Welwyn Garden City, AL7 3AX

## MINUTES

### Present:

**Wendy d'E Vallancey (Chair)**

**Peter Chapman**

**Sally Cottle**

Eileen Gay

Katie Patel

James Radley

Pargat Thethy

Barbie Wheatcroft

Sachin Sodha (SpecSavers,  
Hemel)

Dawn Doe (Minute Taker)

Martin Russ (LOCSU)

### Apologies for Absence

Apologies were received from Mary Bramley, Jane Bunker, Daniel Harris, Amnish Patel and Kajal Shah.

### 1. Election of Chair

Wendy was elected to chair the meeting.

### 2. Minutes from 2017 AGM

An amendment to spelling of the name of an attendee, should read Richard Whittington not Whittingham.

Minutes from the meeting on 27<sup>th</sup> March 2017 were unanimously approved.

### 3. Matters Arising

Item 5 states "The new model constitution states that there should be an election of one third of the committee every year to ensure continuity and to not lose experienced committee members all in one go." Herts LOC have held elections every 3 years. We did attempt this, but there were no nominees.

A discussion took place about the e-mail that was sent out, the wording in the title and body of the e-mail were not as clear as they could have been. In future the e-mail will state elections as well as an invitation to attend. It was also suggested that it could be a possibility to hold the AGM after a CET or Peer Review.

### 4. Chairman's Report

The Chairman's report had been circulated previously and there were no comments. In future reports sent to the committee members can be sent to all as cc and not bcc, to enable full conversation trail to be seen by all.

Mary also stated that Dawn did not need forward any e-mails from Salvatore Camilleri to her and Daniel.

### 5. Statutory Levy

The Treasurer stated that the statutory levy increase suggested for last year did not take place due to the agreement with LOCSU of 1 year free subscription. However, now that the free subscription has come to an end it was agreed that the levy will be increased to 1%. Martin from LOCSU suggested that the Treasurer contact Capita and also liaise with Lisa Stonham @ LOCSU. Katrina and Jacque Fooks would also be useful contacts.

**6. Accounts 2017 to be approved and LOC Budget 2018**

The Accounts and Budget were both approved.

**7. Electing Auditors**

**It was agreed to elect the auditors used previously.**

**8. LOCSU**

Martin Russ from LOCSU attended the AGM to give a presentation. Copy of presentation attached.

Herts LOC stated that they wished to continue to work in partnership with LOCSU in the procurement of future contracts with CCGs.

**9. Any Other Business**

Alan Tinger is leaving LOCSU

The meeting terminated at 21.20pm