

**MINUTES of the ESSEX LOC
ANNUAL GENERAL MEETING**

held on

10th June 2014 at 19.45

in the Northumberland Suite, Writtle College, Chelmsford CM1 3RR

Present:

Officers: Kevin Lewis KL (Chair) Chris Rushen CR (Vice Chair) Emma Spofforth ES (Secretary) Kennedy Rath KR (Treasurer)

Elizabeth Gillam, Caroline Milroy, Laura Sanchez-Parra, Carol McKee, Tim Dulley, Polly Dulley, Andrew Chenery, Srushti Shah, Malkiat Singh, Judith Ellis, Ernest Akwenuke, Steven Hui, Lisa Luxton, Nick Hagan, Sheila Purser, Maggie Glover, Stuart Humfrey, Lyn Price, Alan Mercer, Bruce Evans, Sara Porter, Ray Sultana, Luci Newson, Crystal Mitchell, Reshma Patel, Liz Agrippa, Chris Wray, Manfred Pieper

In attendance: Lynne Brown – Minutes

Chairman's welcome

By Kevin Lewis

Apologies

Received from Kate Clarke, Mark Carhart, Anne Wray, Niall Dorgan

Minutes of last meeting:

Proposed by KR, seconded CR and accepted as true record.

Matters arising:

None

Chairman's report

Available as separate document which was distributed by e-mail. Gave brief resume.
Wants to make formal business plan at first meeting of Committee.

Secretary's report

Various meetings. Bulk of work in NE or in South where CCGs most receptive. Mid and West less represented. Any communication from CCGs, send to ES. Diana Graves has resigned so need communication from West. Vacancies o Committee for Performers and Contractors. Mailing via MailChimp – thanks to Stuart Humfrey. CET – thanks to Line-ee. Sponsorship from BMI has helped with funds. 'Safeguarding' CET in October 2014 for DOs and optoms. ES is Clinical Lead for NE. Clinical Lead required for South. E-mail ES with any queries. Thank for votes in AOP elections.

Treasurers Report

Available as separate document which was distributed by e-mail.

Accounts also available.

CLOC = Central Fund (benevolent and research). Voluntary Levy collected by LOC and sent on.

SEE = children's charitable campaign run by Niall Dorgan (see below).

Accepted as correct (following change of dates for last year) Proposed Malkiat Singh, seconded by Bruce Evans.

Consider reducing levy again from 1.5% Statutory Levy to 1%. Officers think levy should be reduced and reserve should be spent. We have companies that want to sponsor our activity.

Half of one percent = £50k, one quarter of one percent = £25k.

Proposal to reduce by half of one percent by KR. Seconded by Bruce Evans. Majority vote to adopt.

All present voted in favour of keeping the same accountant.

PEE Report

Presented by Maggie Glover. Set up in 2008 but kept dormant. Resurrected last autumn. ES is Clinical Lead. Awarded NE GRR scheme in November. Went live in February 2014. Wrote leaflets. Payments made monthly. May payment pending. Collecting data electronically and manually and looking at targets. 20% expected to go into secondary care and it is higher in NE but running at national average.

Looking at Enhanced Schemes in South Essex.

KL thanked all Directors.

Emma Spofforth: Saving Essex Eyes

Launch 17th September 2013 in Colchester. Media coverage on radio, newspapers, optical press, ITV Anglia News, newsletter to schools, Facebook, Twitter. Poster and information packs to 559 schools in September. Lesson plan for teachers and poster competition. Many practices supported campaign. Prize giving in Minorities, Colchester. Winning poster designs to be distributed to opticians and GP practices in July.

Constitutional amendment to adopt Officers at first meeting after AGM

Need to change wording of constitution. LOCSU say most LOCs appoint Officers this way.

Proposed by Maggie Glover, seconded by Tim Dulley. All voted to change constitution.

AOB

Badly written anonymous **letter from Southend Hospital** sent to practices saying referrals should be made on a certain fax number. Possibly arose because optoms had been using emergency fax number for non-urgent referrals. KL advised continuing to refer as normal using e-refer or via GPs. KL will liaise with Niral to resolve issue.

Lyn Price LEHN Chair: has sent newsletter. Most people present had received it. Advised her e-mail address lyn.price4@nhs.net Asked LOC to distribute newsletter and this was agreed. Looking to recruit to add to core group of ophthalmologists, CCG representation, optoms etc. First project is **child eyecare** 'Make every contact count'. Small poster to raise awareness of eye tests at 2 years old. Logo for optoms who are willing and able to see young children. Involve health visitors and school nurses. Small budget to fund project. Meeting 16th July in evening at Swift House, Chelmsford.

Second project: **Falls** affecting the elderly

Encouraged Contractors to have **nhs.net e-mail** account. Area Team needs nhs e-mails to issue alerts.

ES said optoms might have to go through governance procedure to have an nhs e-mail.

'Call to Action' National Eyecare Strategy. Questionnaire going out to optoms via nhs.net and LOC, followed by meeting in mid August.

Date of next LOC meeting

16th July 2014 6pm for 6.30pm