

**MINUTES OF THE 80TH ANNUAL GENERAL MEETING OF THE GUILD OF
HEALTHCARE PHARMACISTS**
Held at Hanover International Hotel, Hinckley, Leicestershire at 16.00 on 27th
March 2004

Top Table: Robert McArtney (President)
Barry Jones (Section General Secretary)
Jean Curtis (Professional Secretary)

49 members were present

Apologies for absence: Sue Carter, Allan Karr, Martin Pratt, Graeme Richardson, Colin Rodden, Ian Simpson

1. President's Opening Remarks	
<p>The President welcomed members to the meeting.</p> <p>The President announced that the Guild administrator would be leaving amicus at the end of June. Mark Jones, who manages the administrator, had given assurances that she would be replaced and that there would be a period of time for her to hand over her work to her successor.</p> <p>He also announced that there is a new amicus rule book which makes it clear to constituent organisations such as the Guild that these rules take precedence over any group "rules". It is planned to rewrite the Guild constitution to reflect the new rules. He will be meeting with Gail Cartmail to discuss how the changes would affect the Guild.</p>	

2. Minutes of the 79th General Meeting	
<p>There were no matters of accuracy and no matters arising.</p> <p>The minutes were proposed, seconded and accepted as a true record.</p> <p>There were no comments on the 2002/3 annual report.</p>	

3. President's Report	
<p>This had been presented in the Annual Report.</p> <p>Colin Hitchings queried whether the quorum for the Annual General Meeting (AGM) was being discussed. The President responded that this will be looked at when the rules are reviewed.</p> <p>Bob Timson remarked that it was disappointing that Celltech had discontinued the sponsorship of these medals, but that he was pleased that the Guild was taking on financial responsibility for them. He queried whether the Guild finances were adequate to cover them. The Professional Secretary responded that there were adequate finances</p>	

<p>in the Guild account.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
<p>4. Section General Secretary's Report</p>	
<p>The Section General Secretary, in presenting his report in the Annual Report, expanded on the activities of the past year which he described as very challenging. In particular, he described the tremendous work done by Guild Council members, especially the leading group of five members. He also drew the attention of the meeting to the changes ongoing within amicus to merge the AEEU and MSF sections into one union, and the consequences of these changes for the Guild and other sections within the union.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
<p>5. Staff Side Whitley Council Report</p>	
<p>The Chair of the Staff Side, Whitley Council, Ron Pate, presented his report in the Annual Report, and noted that Whitley Councils are now finished. He thanked the four colleagues leading on Agenda for Change (AfC), Bob McArtney, David Miller, Tony West and Colin Rodden, for their very hard work and support, and paid tribute to the very large contribution made by Bob on AfC on top of his Presidential work. He drew the meeting's attention to the need for AfC workplace representatives.</p> <p>In concluding, he asked members to consider standing for election to Council. He was retiring after 20 years on Council and noted that family support is vital during this time.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
<p>6. Professional Secretary's Report</p>	
<p>This had been presented in the Annual Report. Bill Brookes commented that the Professional Secretary had obviously spent a great deal of time on the Guild work and queried how much of this was paid. He commented that the Guild should flag up the need to amicus for more paid time for the professional Secretary.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
<p>7. Organisation Secretary Report</p>	
<p>The organisation secretary, presenting his report which was in the Annual report, thanked the Guild officers for their annual reports. He gave an update on the action taken on Group Delegates Meeting motions, a report of which appeared in the February edition of Healthcare Pharmacy. The questionnaire on Improving Working Lives to Chief Pharmacists had gone out. The responses will be collated and a report made of the results.</p>	

<p>Peter Matthews commented that he was pleased to have been made an honorary member of the guild but had not received any papers for the AGM or any copies of Healthcare Pharmacy. Celia Timson said she was in a similar position. The President responded that he would explore these difficulties with amicus and commented that it was useful to have identified the problem as one relating to honorary members.</p> <p>The President also drew attention to the formation of the separate Terms and Conditions Committee and Organisation Committee as previously</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
8. Treasurer's Report	
<p>The Treasurer, in presenting his report, which was in the Annual Report, gave an update on the latest financial position.</p> <p>Helen Howe proposed that the Guild should spend the money in the account and draw up a strategy for spending it. The President agreed this would be useful and referred the work to the Financial Management Group.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
9. Financial Management Group	
<p>This had been presented in the Annual Report.</p> <p>The President commented that amicus had allowed a significant increase in expenditure to cover Guild activities on AfC.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
10. Practice Committee Report	
<p>This had been presented in the Annual Report.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
11. Education and Science Committee Report	
<p>This had been presented in the Annual Report.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
12. Communications and Recruitment Officer Report	
<p>This had been presented in the Annual Report.</p> <p>The report was proposed, seconded and accepted by the meeting.</p>	
13. Editorial Board Report	
<p>This had been presented in the Annual Report.</p>	

The report was proposed, seconded and accepted by the meeting.	
14. International Committee Report	
The Chair of the International Committee, Peter Cooke, presented a verbal report in which he gave an update of the activities of Guild Officers in relation to the European Association of Hospital Pharmacists, the American Society of Healthcare Pharmacists and the International Pharmacy Conference (FIP). In particular he drew attention to the European activities on specialisation in hospital pharmacy under the draft Directive on Professional Qualifications. Peter announced that he was retiring from Guild Council after 16 years. He thanked everyone for the support he had received. The report was proposed, seconded and accepted by the meeting.	
15. Northern Ireland National Secretary's Report	
This had been presented in the Annual Report. The report was proposed, seconded and accepted by the meeting.	
16. Scotland national Secretary's Report	
This had been presented in the Annual Report. The report was proposed, seconded and accepted by the meeting.	
17. Wales National Secretary's Report	
No report had been written. The National and District member for Wales had resigned for personal reasons. The President agreed to take any questions, but there were none.	
18. Compounding Interest Group Report	
This had been presented in the Annual Report. The report was proposed, seconded and accepted by the meeting.	
19. Information Technology Interest Group (ITIG) Report	
This had been presented in the Annual Report. Raj Gokani drew the attention of the meeting to the ITIG study day on 28 th April 2004. The report was proposed, seconded and accepted by the meeting.	
20. Procurement and Distribution Interest Group (PDIG) Report	
This had been presented in the Annual Report. Andrew Alldred drew the attention of the meeting to the PDIG study day on 10 th June 2004.	

21. Leadership and Management Development Interest Group (LMDIG) Report	
Cathy Mooney spoke to the report which was in the Annual report.	
22. Motion from Council	
The motion to replace the Group Delegates Meeting (GDM) with the facility for Guild Groups to propose a motion to Council at any time of year was proposed by Don Page and seconded by Tony West. After a lengthy debate the motion was carried by 32 votes to 6 with 7 abstentions.	
23. Motions Received from Groups/Individual	
23 (i) The motion from the West Midlands concerning retaining the funding from amicus for the GDM for other purposes was read out by Geoff Phipps. After a short debate the motion was carried unanimously.	
23 (ii) The motion from the West Midlands concerning the apparent cost cutting by amicus had no proposer, so the motion fell.	
23 (iii) The motion to insert a new rule 25 and renumber subsequent rules was proposed by Bob Timson and seconded by Bill Brookes. After some debate the motion was defeated by 29 votes to 11 with 6 abstentions. As this motion was lost Bob Timson withdrew the next two motions.	
24. Attendance Report	
This had been presented in the annual report. The report was proposed, seconded and accepted by the meeting.	
25. Declaration of Membership of Council	
The result of the National Member ballot was that the following were elected: Sue Carter, Richard Cattell, Christine Gilmour, David Miller District Members: Tracey Boyce, Andrew Alldred, Cathy Mooney, Vilma Gilis, Simon Mynes. It was noted that the District Member seats for Wales, Northern and East of England were vacant. The President thanked those Council members who were retiring, Janet Whyatt for personal reasons, Suzanne who was going on maternity leave, Chris Cairns who had served 14 years, Peter Cooke who had served 16 years and Ron pate who had served 21 years on Council. Bill Brookes thanked the President for the way he had handled the meeting.	

The meeting closed at 17.20.	
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