



LANCASHIRE &  
MORECAMBE BAY LOC

**Minutes of AGM held 24th April 2024**  
**Brockholes Visitor Centre, Preston PR5 0AG** (Junction 32 M6/M55)

<p><b>Present:</b></p>	<p><b>Committee Members:</b></p> <p><b>Michael Jackson MJ</b> (Contractor)  <b>Jennifer Smith JS</b> (Performer)  <b>Edward Ovenden EO</b> (Performer)  <b>Sarah Bentley SB</b> (Performer)  <b>Philip Harper PHa</b> (Performer)  <b>Neil Pearson NP</b> (Contractor)  <b>Drew Thompson DT</b> (Contractor)  <b>Michelle Cole MC</b> (Performer)  <b>Mike Ryan MR</b> (Contractor)  <b>David Gleave DG</b> (Contractor)  <b>Phil Jones PJ</b> (Contractor)  <b>Mike Broadhurst MB</b> (Contractor)  <b>Asma Adam AA</b> (Performer)</p>	<p><b>Non-Committee Members:</b></p> <p><b>Mohammed Bhuta MBh</b> (LOCSU)  <b>Ruth Cuthbert RC</b> (Optometric Advisor)  <b>Tom Mackley TMa</b> (LEHN Chair &amp; Performer)  <b>Nadya Booth</b> (Contractor)  <b>Ian Booth</b> (Contractor)  <b>Karen Shorrocks</b> (Performer)  <b>Nathan Shore</b> (Performer)  <b>Jane Quinn</b> (Performer)  <b>Alan Bowen</b> (Performer)  <b>Lisa Sariwee</b> (Contractor)  <b>Lorraine Bleasdale (DO)</b>  <b>Sajeel Abrar</b> (Contractor)  <b>Rachel Eastwood</b> (Performer)  <b>Haleema Younas</b> (DO)  <b>Jonathan Deegan</b> (Contractor)  <b>David Barras</b> (Performer)  <b>Nicole Bucys</b> (Performer)  <b>Kevin Laval</b> (Performer)  <b>Kathryn Stott</b> (Performer)  <b>Sami Younis</b> (Performer)  <b>Robert Young</b> (Performer)  <b>Diane Procter</b> (DO)  <b>Brittany Newton</b> (Performer)  <b>Nicola McWilliam</b> (Performer)  <b>Talha Mahamroot</b> (Contractor)  <b>Brian Gleave</b> (Performer)  <b>Ammara Dudhwala</b> (Performer)  <b>Christopher Dineen</b> (Performer)  <b>Paula Burrows</b> (Contractor)  <b>Teresa Broadhurst</b> (Contractor)</p>
<p><b>1. <u>Welcome</u></b></p>	<p><b>ACTIONS</b></p>	



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	<p>MJ opens the meeting and welcomes all.</p> <p>He advises the meeting will be recorded by JS for the purposes of taking the minutes and reminds all delegates to ensure they have entered their car registration details to ensure they don't get a parking ticket.</p> <p>MJ thanks Alex Gilbert from Hoya for sponsoring the AGM and encourages delegates to visit the Hoya stand if they haven't already.</p> <p>He thanks two longstanding committee members, Philip Jones and Sean Buckley, who are stepping down, for their service over many years and expresses his thanks to LOC Secretary Jennifer Smith for organising the AGM and election, and to Michelle Cole for organising the CPD sessions to be held after the AGM.</p> <p>MJ asks for proposal of a meeting Chair – all in favour of MJ.</p> <p><b><u>Apologies for Absence were received from</u></b> Tim Bagot, Sean Buckley, Lynsey Arguello, Suhayel Issa, Ambreen Mohammed, Lindsey Taylor, Salina Mian, Julie Dixon, Jenna Gristey</p>	
2.	<p><b><u>Approve the Minutes of the previous AGM (26<sup>th</sup> April 2023)</u></b></p> <p>MJ advises these have been previously circulated to all attendees by JS. He asks if everyone present tonight (who was at the 2023 AGM) is happy that the minutes are a true representation of the meeting – no objections. MB proposed, PJ seconded.</p> <p><b><u>Matters arising from the last meeting.</u></b></p> <p>No questions were raised.</p>	
3.	<p><b><u>Chairs Report</u></b></p> <p><a href="#">Chairs AGM Report April 2024</a></p> <p>MJ advises these have been previously circulated to all attendees by JS. No questions were raised.</p>	



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<b>4.</b>	<b><u>Treasurers Report</u></b>  Treasurers AGM Report April 2024 – redacted (available by request)  MJ advises these have been previously circulated to all attendees by JS.  EO explains that there is a small surplus which will be used for further activity, education and training over the coming year.  No questions were raised.  MJ congratulates EO on a successful first year as Treasurer, and thanks MB for supporting him.	
<b>5.</b>	<b><u>Adoption of Reports Received</u></b>  MJ asks if everyone is happy to adopt the reports. No objections – proposed by DG, seconded by AA.	
<b>6.</b>	<b><u>Confirmation of Adoption of Model Constitution</u></b>  MJ informs attendees the constitution governs what the LOC does and that this is currently being re-worked by LOCSU (Local Optical Committee Support Unit) ready for the 2025 AGMs.  MJ asks if everyone is happy to adopt the current model constitution. No objections – proposed by MB, seconded by MC.	
<b>7.</b>	<b><u>Appointment of Returning Officer</u></b>  MJ advises that a returning officer needs to be nominated to carry out the election of 1/3 of the committee. JS proposed by MJ and seconded by NP.	
<b>8.</b>	<b><u>Election of 1/3 of the new committee</u></b>  JS advises that every year 1/3 of the committee stand down and are eligible for re-election. Each committee member serves a 3-year term.  The current committee is made up of 7 contractors, 7 performers & 1 co-opted dispensing optician.  This year there are:	



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	<ul style="list-style-type: none"><li>• 3 contractor seats up for election: Mike Broadhurst, Michael Jackson, Philip Jones</li><li>• 2 performer seats up for election: Asma Adam, Philip Harper.</li></ul> <p>Philip Jones has decided not to stand for re-election.</p> <p>Both Mike Broadhurst and Michael Jackson are standing for re-election and a new nomination was received for Sajeel Abrar who is a pharmacist by trade and contractor for NHL Eyecare in Preston. As there are 3 contractor nominations for 3 places, no vote is needed &amp; all are elected. JS welcomes Sajeel to the committee.</p> <p>Both Asma Adam and Philip Harper are standing for re-election as performers and two new nominations have been received for David Barras &amp; Suhayel Issa. David is an optometrist currently working at Blackpool Victoria Hospital and Suhayel is an optometrist working in an independent practice in Fylde. Suhayel, unfortunately, could not attend the AGM.</p> <p>JS advises as there are four performer nominations for two places an election will need to be held. The candidates are asked to leave the room while the vote takes place by a show of hands. JS reminds all that only those attending the AGM as performers can vote. Each performer having 1 vote.</p> <p>Following the voting the candidates are asked to re-enter the room.</p> <p>JS announces the 2 candidates with the most votes are Asma Adam and David Barras. They are elected to the committee.</p> <p>There is a casual vacancy left by Sean Buckley who has stepped down with 1 year remaining on his term. The new committee will vote to elect either Philip Harper or Suhayel Issa, for the next 12 months, at the meeting following the CPD sessions tonight.</p>	
<b>9.</b>	<p><b><u>Adoption of Statutory Levy for 2023/24</u></b></p> <p>MJ advises the Statutory Levy is the amount taken off every GOS1 fee that pays for the running of the LOC. It is currently set at 1.4%. Treasurer EO proposes that this remains the same for the coming year. No objections, proposed by MB, seconded by MR.</p> <p>No further questions were raised.</p>	



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<b>10</b>	<p><b><u>Appointment of Auditors for 2023/24</u></b></p> <p>MJ advises auditors are usually appointed for the coming year at the AGM, however, LOC committee payments moved to PAYE this year which complicates this process. Our current auditors have advised they do not wish to continue. MJ advises at this point the LOC needs to explore options and does not have a suggested replacement to be voted in tonight. He suggests a vote to allow the LOC to approve auditors for the coming year which can be formalised at the 2025 AGM. No objections. Proposed by MC, seconded by DG.</p>	
<b>11</b>	<p><b><u>Q&amp;A on previously circulated reports</u></b></p> <p><a href="#">Primary Eyecare Services (PES) Report April 2024</a> - previously circulated</p> <p>No further questions were raised.</p> <p><a href="#">Optometric Advisors report April 2024</a> - previously circulated</p> <p>No further questions were raised.</p>	
<b>12</b>	<p><b><u>LOCSU Report April 2024</u></b></p> <p>MJ introduces Mohammed Bhuta who is the LOCs LOCSU optical lead. Mo introduces himself as an optometrist and advancement lead for LOCSU. LOCSU is the support organisation for LOCs created in 2007. Its parent organisations are ABDO, AOP &amp; FODO. Its purpose is to support LOCs and ensure the influence they have in Primary Eyecare is properly represented.</p> <p>Mo advises there has been a lot of activity in this area and thanks MJ, JS, EO and the rest of the committee for doing a fantastic job. Before he joined his own LOC he had no idea just how much work the LOC does and encourages people to get involved. Everyone is welcome to attend and observe LOC meetings to learn more about what the LOC does and can do this by getting in touch with JS.</p> <p>MJ thanks MBh for his presentation and all his help to the LOC.</p>	
<b>13</b>	<p><b><u>Any Other Business</u></b></p>	



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	<p>MJ advises this should have been sent to the secretary 10 days prior to the AGM – none has been received. If anyone has AOB then they should send it to JS to be dealt with at a committee meeting.</p>			
<b>14</b>	<p><b><u>Close of AGM</u></b></p> <p>MJ advises there will be a meeting of the new committee immediately following the AGM to elect the new officers and vote to fill the casual vacancy. He advises everyone is welcome to stay and observe the meeting, or people can leave following the CPD sessions.</p> <p>MJ thanks everyone for coming.</p> <p>Date of next AGM – April 2025 TBC</p> <p>Meeting closes.</p> <table border="1" data-bbox="156 1234 924 1299"><tr><td>Adopted by Committee</td><td>Date: 30/04/2025</td></tr></table>	Adopted by Committee	Date: 30/04/2025	
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