

## ENGLISH PHARMACY BOARD MEETING – OPEN BUSINESS

Minutes of the open meeting held on Tuesday 18 June 2024 at 18.15pm at Doubletree by Hilton Cadbury House, Frost Hill, Congresbury, Bristol, BS49 5AD.

**Present:**

**English Pharmacy Board**

Adebayo Adegbite (AA), Claire Anderson (CA), Danny Bartlett (DB), Sibby Buckle (SB), Steve Churton (SC), Ciara Duffy (CD), Brendon Jiang (BJ), Sue Ladds (SL) Michael Maguire (MM), Erutase (Tase) Oputu (TO), Matthew Prior (MP)

**In attendance:**

**RPS Staff**

Paul Bennett (PB) Chief Executive, Corrine Burns (CB), News Reporter PJ, James Davies, Director for England, Yvonne Dennington (YD) Business Manager, England, John Lunny (JL), Public Affairs Lead England,

**Apologies**

Martin Astbury (MA), Ewan Maule (EM)

24.06.EPB.01	<p><b>Welcome and Apologies</b></p> <p><i>Item led by: Chair</i></p> <p>The Chair welcomed board members and staff to the English Pharmacy Board open business session for the purpose of the appointment of 3 English Pharmacy Board members to the Assembly.</p>	
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	<p>Apologies were received from Ewan Maule and Martin Astbury. Due to the late running of the meeting MA gave his apologies as he had a flight to catch. As per Regulations Appendix C no proxy votes are accepted.</p>	
<b>24.06.EPB.02</b>	<p><b>Declarations of Interest</b> <i>Item led by: Chair</i></p> <p>The EPB noted paper 24.06.EPB.09(ii) (an updated version was circulated in advance of this meeting along with the nominations for Assembly).</p> <p>Further amendments to declarations of interests were received from:-</p> <ul style="list-style-type: none"><li>• CD – removal of Directorship - Duffy Quality Pharma Consulting</li><li>• SC – addition of Member of the Boots Pension Fund</li></ul>	
<b>24.06.EPB.03</b>	<p><b>Confirmation of Chair and Vice Chair for second year of office</b> <i>Item led by: JD</i></p> <p>In accordance with the Regulations, section 7.5.4, the English Pharmacy Board members present confirmed the second year of office for the Chair, Tase Oputu and the Vice Chair, Brendon Jiang. They also confirmed that the sitting President (Claire Anderson) and Ciara Duffy would remain on the Assembly for another year.</p>	
<b>24.06.EPB.04</b>	<p><b>Appointment of Three English Pharmacy Board members to the Assembly</b> <i>Item led by: JD</i></p> <p>JD took the chair for this item.</p> <p>The EPB noted paper 24.06.EPB.07 circulated in advance of the meeting.</p> <p>The Chair and Vice Chair along with the sitting President (Claire Anderson) and Ciara Duffy continue their term on Assembly, this leaves three remaining places on the Assembly to be filled by English Pharmacy Board members.</p>	

The nominations were called for in accordance with Appendix C of the Regulations. Nine nominations (below) were received in advance of the meeting for the three places on the Assembly, therefore a secret ballot will be held.

Name of Candidate	Proposer	Seconder
Adebayo Adegbite	Brendon Jiang	Ciara Duffy
Martin Astbury	Tase Oputu	Brendon Jiang
Danny Bartlett	Adebayo Adegbite	Ciara Duffy/Brendon Jiang
Sibby Buckle	Martin Astbury	Steve Churton
Steve Churton	Brendon Jiang	Tase Oputu
Sue Ladds	Sue Ladds (self nomination)	Brendon Jiang and Tase Oputu
Mike Maguire	Tase Oputu	Brendon Jiang
Ewan Maule	Brendon Jiang	Ciara Duffy
Matthew Prior	Matthew Prior (self nomination)	Brendon Jiang

JD asked the nominees to declare any interests that vary from the updated paper 24.06.EPB.09 (ii) circulated before the meeting. Updates were given as per item 2 above. JD invited the nominees to make a short supporting speech. Each nominee gave a short speech.

Following a ballot, JD declared the result of the vote and asked the EPB to affirm the appointment of the following two members of the English Pharmacy Board to the Assembly for a term of office of two years providing they remain an elected member of the English Pharmacy Board:-

**Danny Bartlett and Matthew Prior**

	<p>As there was a tie for the third place on the Assembly between Adebayo Adegbite, Steve Churton, Sue Ladds and Mike Maguire, a further ballot was held.</p> <p>JD declared the result of this ballot and asked the EPB to affirm the appointment of <b>Adebayo Adegbite</b> to the Assembly for a term of office of two years providing he remains an elected member of the English Pharmacy Board.</p> <p>The English Pharmacy Board affirmed the appointment of the <b>three</b> Assembly members. The three successful candidates were invited to make a short speech following their appointments, all three thanked fellow board members for their support and said they were looking forward to working on the Assembly at such an important time for pharmacy.</p> <p>The names of the three new Assembly members will be published after the meeting.</p>	
<b>24.06.EPB.05</b>	<p><b>Dates of next NPB/EPB meetings:</b></p> <p>17 September – zoom meeting 7 November – face to face in London (day before RPS conference)</p>	
<b>24.06.EPB.06</b>	<p><b>Close of meeting at 19.10pm</b></p>	