

**Minutes of the Annual General Meeting of the Gloucestershire Local Optical Committee**  
**Thursday 4th June 2020 via Zoom**

Those present

See Appendix 1.

1. Chairs Welcome

Alvaro welcomed everyone to the unusual meeting and explained the format and the housekeeping for the meeting.

Alvaro thanks David Adams for his hard work on behalf of the LOC over the last 20 years.

2. Apologies for absence

Apologies had been received from Kevin Rollason.

3. Minutes of Previous AGM

Alvaro reviewed the 2019 meeting, and the minutes of the last AGM were unanimously approved via a Zoom poll.

4. Matters Arising

Alvaro noted that the auditors were omitted from the 2019 accounts.

5. Chair's Report

See Appendix 2 for the Chair's Report

6. Treasurer's Report

See Appendix 3 for the Annual Accounts

Further to Matters Arising Sue confirmed that Mike Trafford of Shiner, Mitchell Fisher and Company had audited the previous year's accounts and had repeated the exercise in 2020 on a voluntary basis.

Sue reported that the funds were very healthy and the Committee had been considering reducing the levy but had decided to postpone any change due to the Covid crisis. Ankur confirmed the funds were earmarked for reaccreditation events which had had to be deferred. Clare also noted that some PPE had been purchased to be distributed to Community practices as required.

Sue also noted that the LOC had not received any funds from the GOS grants.

Sue explained that the Committee felt that that moving forward it would be simpler to only have one fund rather than a Committee fund and a separate CET fund.

Steve Guilford asked if there would be information on what the fees were spent on as originally the CET was ringfenced. Sue confirmed that the accounts would show the apportionment of spending.

Harps Kular asked what was being charged to Committee expenses, Sue explained the detail was in the accounts.

It was agreed to move to one fund with a detailed breakdown of the spend in the annual report.

Alvaro took the opportunity to invite any potential new committee members to contact him.

7. Adoption of accounts

The Accounts were adopted via a unanimous Zoom vote.

Alvaro mentioned that there was concern that LOCs would not be able to continue due to the drop in income.

8. Adoption of the Statutory Levy including LOCSU Levy for the coming financial year

Sue Arnold proposed that the Levy remain the same at 1.3% with 0.5% to LOCSU, 0.8% for the Committee Fund.

The levy was approved via a unanimous Zoom vote.

9. Election of Committee Members

Alvaro was the only committee member that needed to be re-elected. Adrian proposed, Ankur seconded. Alvaro was elected by a unanimous Zoom vote.

10. Any Other Business

There was no other business.