



MST LOC Meeting held on 4th December 2023

At Salford Quays

Name	5/6	12/7	17/10	05/12			
Present:							
Kevin Liu - Chairman	√	√	√	√			
Michael Leeming - Treasurer	√	√	√	√			
Mohammed Bhuta – Shadow Treasurer	√	√	√	√			
Catherine Turnham – Secretary	x	x	√	√			
Jessica Man	√	x	x	x			
Rochelle Bingham			√	√			
Tom Crowther	√	√	√	√			
Patrick Gunn	√	√	√	x			
Mashucul Mannan	x	√	√	√			
Andrew McGrail	√	√	√	√			
Martin Saunders	x	√	x	√			
Claire Thomas Carter			√	√			
Nick Wallwork	√	√	√	x			
In Attendance:							
Fionnuala Kidd – LOCSU		√	x	x			
Sandie McBenett – Administrator		√	√	√			

1	Introduction
	The Chair opening the meeting and welcomed all to the meeting. Apologies were received and accepted from Jess Mann, Nick <u>Wallwork</u> and <u>Patrick Gunn</u> .
2	Declarations of Interest
	No declarations were received.
3	Minutes of the Meeting held on 17th October 2023
	The minutes of the meeting held on 17 th October 2023 were accepted as an accurate record of the meeting.
4	Action Point Review
	Actions reviewed and complete.
5	Chair's Report
	KL gave an overview of his work to date. Meetings attended included the GM Confederation meeting, PCCC meetings and the NOC conference organised by LOCSU. Initiatives and expressions of interest in committee work was discussed: PES, a regular meeting would be arranged with PES and the Chair. Action: KL to set up a meeting with PES.

	<ul style="list-style-type: none"> • Claire Thomas Carter wished to be involved in work involving Mental Health First Aid. • Rochelle Bingham wished to be involved in Mental Health First Aid. • Mashukul Mannan wished to be involved in practice/performer engagement/relationship building. • Mo Bhuta expressed an interest in all initiatives and had good availability. • Mike Leeming expressed an interest in all initiatives. • Tom Crowther wished to be involved in the IP quals/provision, particularly with community optometry, and GP engagement. • Andy McGrail would wish to be involved in all actions of the LOC. • Martin Saunders wished to be involved in all actions of the LOC with good availability. • Catherine Turnham expressed an interest in GP/IP signposting and engagement, website updates to enable engagement, including a newsletter to the profession. • Patrick Gunn could be involved in CPD to the profession. • Nick Wallwork had good availability and was willing to be involved in any initiatives.
6	Finance Report
	<p>Treasurer's report: Balance at bank in Santander was approximately £42,000, Barclays balance at bank was £29,000, Lloyds balance at bank was £49,000 of which £11k would be paid to LOCSU.</p> <p>Every effort had been made to update the mandate with Barclays to include new signatories; the next action would be to change the name of the account to Manchester, Salford and Trafford Local Optical Committee.</p> <p>Action: MB to liaise with Barclays Bank to change the name of the account to Manchester, Salford and Trafford Local Optical Committee.</p>
7	Secretary Update
	<p>CT had recently attended the NOC earlier in November on behalf of MST LOC. She had found the conference valuable and insightful. Meeting report received and distributed.</p> <p>CT had attended the LOCSU webinar on LOC Engagement. Meeting report received and distributed.</p> <p>It was noted that there were currently approx. 100 practices across the patch. Engagement with all practices would be targeted. The NW Retinol group could be used to contact the profession.</p>
8	Website
	It was agreed that the website would be updated to include waiting times for treatment on a regular basis.
9	CPD
	Rochelle Bingham and Claire Thomas Carter would attend the LOCSU Induction course.
10	LOCSU
	<p>Regular LOCSU bulletins had been circulated to all members of the committee.</p> <p>Mo Bhuta gave an update.</p>
11	Date of next meeting
	The next meeting would be planned for March as soon as GM Confederation meeting dates were known.
1	ACTIONS
	KL to set up a meeting with PES.
2	MB to liaise with Barclays Bank to change the name of the account to Manchester, Salford and Trafford Local Optical Committee.