

## The Joint Pharmaceutical Analysis Group

The **39<sup>th</sup> Annual General Meeting** of the Group was held on Thursday 5<sup>th</sup> March 2009, in the Conference Hall at the Royal Pharmaceutical Society, commencing at 13.40, in the luncheon interval during the JPAG Symposium '*Clinical trials directive: five years on.*

1. **The Chairman**, Dr Ray Munden welcomed 25 members of JPAG to the 39<sup>th</sup> AGM. He advised that 2010 was the 40<sup>th</sup> anniversary of the Group and plans were proceeding to mark the occasion; he would welcome ideas from members. The year had been a very successful one for meetings. A SWOT analysis had been conducted and had been found to be very useful; the outcome was available for viewing on the website. The need to reduce costs had been identified, particularly in view of the increased costs of mailing, and charges made by the RPSGB. Steps were proposed to decrease mailing costs by discontinuing mailing to overseas addresses but offering an e-mail service to those who wished to continue to receive details. It was planned that mailing to UK addressees would continue with an option to receive details by e-mail also.

2. **Apologies for Absence** were recorded from Profs Jayne Lawrence, Geoffrey Phillips; Drs Andrew Cooper, Frank Haines-Nutt, Siân Howells, Howard Hill; Stephen Robinson and Andrew Walsh; and Mr Ken Leiper.

3. **Minutes of the 38<sup>th</sup> AGM**, held on 4<sup>th</sup> April 2008, had been mailed to members. There were no comments or corrections. **Adoption** was moved by Dr G S Sharpe, seconded by Prof. Moffat, and agreed *nem con*, and they were duly signed by the Chairman.

4. **The Report for 2008**, was presented by the Honorary Events Secretary, Dr John Clements (in the absence through ill health of the Honorary Secretary, Professor Geoffrey Phillips OBE). He reported that the Group had run four very successful meetings, the first two at academic venues and the last two in the refurbished Conference Hall at the RPSGB. The Group continued to present mini-symposia at the BPC. Ms Louise Ho (University of Otago and Cambridge) was the winner of the *Conference Analytical Science Award* now in its third year, which supported the winner in attending a relevant conference of their choice. Attendances at events had been sustained. Reports of the events were compiled by Dr Joseph Chamberlain and published in *The Pharmaceutical Journal*. The reports also appeared on the Group website. Dr Clements expressed the thanks of the Group to Dr Joseph Chamberlain as its webmaster and to Ms Julie Churchill, Events Programme Manager at RPS and her assistant Gabriella Highfield for the valued assistance.

5. **The Financial Report for 2008**, was presented by the Honorary Treasurer, Dr Arthur Andrews who reported that the year started robustly but had been faced with a large operating loss of ca £30k due to the increased mailing costs and RPSGB charges. The aim had been to reduce these costs by changes in the mailing operation with the aim of breaking even or seeking a small operating profit in order to increase the balance from the present £50k. In response to a question it was advised that the Committee was looking at alternative venues that would cost less, noting that not all venues would provide the flexibility of accommodation for the larger meetings that the RPS facilities provided.

**Adoption** was moved by Dr P Harrowing, seconded by Gareth Lee and agreed *Nem con*

6. **Amendments to Group Rules** : the Chairman advised that there were no proposals for any Rule changes :

7. **Officers 2009-2011**: Dr Munden announced the following proposals -

<b>Honorary Treasurer</b>	Dr Arthur H Andrews (consultant) [2009-2011]
<b>Chairman Elect</b>	Mr Ken Leiper (Benson Associates) [Chair in 2010]

and confirmed that continued in post until 2010 -:

<b>Chairman</b>	Dr Ray Munden (consultant)
<b>Immediate Past Chairman</b>	Prof A C Moffat (Univ.of London School of Pharmacy)
<b>Honorary Secretary</b>	Prof Geoffrey F Phillips OBE (consultant)
<b>Honorary Events Secretary</b>	Dr John A Clements ( <i>formerly</i> RPSGB)

**Adoption** was moved by Dr P Harrowing, seconded by Gareth Lee and agreed *Nem con*

## 8. Committee of Management:

(1) Elected members: The Chairman reported that –

- \* Dr Andrew Cooper (Pfizer UK) Paul Graham (SCM Pharma) & Dr Siân Howells (KCL) *continued until 2010*;
- \* Malcolm Dash (MHRA), Andrew Walsh (AstraZeneca) & Dr Stephen Robinson (Pfizer UK) *continued until 2011*
- \* for **2009-2012**, two valid nominations had been received from the membership- Dr David Elder (GSK,Ware) & Mark Santillo (Torbay Hosp.)
- \* there was a vacancy for a third **2009-2012** member and in the absence of membership nomination, Committee had proposed Mark Hammond (Melbourn Scientific).

The Chairman moved **endorsement** of these proposals: four members were in favour and none against.

(2) The Chairman then advised that -

- \* *representatives of the Sponsoring bodies were -*  
Prof M Jayne Lawrence (representing **RPSGB**) and Mr Kenneth Leiper (representing **RSC**)
- \* *continuing as **Corresponding Member*** , having been appointed in accordance with Rule 5.4: -  
Dr Joseph Chamberlain (JPAG webmaster)

(3). The Chairman *thanked* Officer & Committee members *retiring* at this AGM, mentioning particularly – Dr Frank Haines-Nutt (ex- Torbay Hospital), Dr Howard Hill (NDA Analytics) & Dr Geoffrey Sharpe (consultant). The Chairman *advised* that the Dr Haines-Nutt and Dr Geoffrey Sharpe had agreed to be *co-opted* on to the Committee.

(4). He also *expressed* special thanks to Geoffrey Phillips & Arthur Andrews for their dedication and hard work during 2008, respectively as Secretary and Treasurer, on behalf of the Group; and to Julie Churchill for her patient and valued support in the RPS Secretariat.

**10. Honorary Auditors** for 2009-2010: Dr Andrews reported that the present Auditors Dr Martin Knowles (St.Thomas' Hospital) and Dr Roger Alexander (formerly MHRA)-were willing to continue.

The Chairman moved **adoption** of this proposal: Ten were in favour and none against.

**11. Any other business** - by leave of the Chairman. In response to a question concerning the receipt of multiple copies of mailings, members were advised to contact the RPS Secretariat.

The meeting was closed at 14.02h

*signed (Chairman JPAG)* \_\_\_\_\_ *date :* \_\_\_\_\_ 2010