28th May 2024

Dear Pharmacy Contractor

**Re: Notice of a Special Meeting of Contractors to vote on merging with Community Pharmacy Swindon and Wiltshire**

Proposals to update the LPC model constitution and in parallel for contractors to consider the future size and footprint of their LPC(s) were made by the Review Steering Group (RSG) and supported by an overwhelming majority of community pharmacy contractors in a national vote in June 2022.

A review by Community Pharmacy Avon recognised that at the time, the LPC represented more than 200 pharmacies, was financially sustainable, however was not coterminous with the ICBs (CPA represents all the pharmacies in BNSSG, however only the BANES pharmacies in BSW).

Following this review, Community Pharmacy Avon opened dialogue with Community Pharmacy Swindon and Wiltshire in relation to a merger to allow the newly formed LPC to represent contractors across two ICBs and to continue to represent more than 200 pharmacies.

Community Pharmacy Avon seeks your approval by ballot of pharmacy contractors to proceed with the merger. You are entitled to cast one vote for each of the pharmacy contractor premises you have in the Community Pharmacy Avon area

**This will take place online via Zoom 19:30 on Tuesday 18th of June 2024**.

I do hope you are available to join us for the special meeting. If you will be attending, please register your details [here](https://avon.communitypharmacy.org.uk/about-us/special-general-meeting/). If you are unable to attend the meeting, I have attached a form to allow you to register your vote by email or post. Votes cast by these methods must be received by **13:00 on Monday the 17th of June 2024.**

The committee is recommending this merger to you as part of the implementation of the RSG proposals, and to ensure that we can continue to represent all contractors equitably and effectively into the future landscape for community pharmacy.  If you have any queries prior to submitting your vote please contact the CPSW Chair, Chris Shields, who would be happy to discuss.

The proposal to merge will be carried if approved by a two-thirds majority of the total votes cast.  Any subsequent constitutional changes that will be needed will be submitted to contractors for approval at a future SGM as per the current constitution.

Please note you must be the pharmacy owner or authorised by them to cast your vote (this email can be forwarded on).

Yours Sincerely,

Richard

Richard Brown

Chief Officer

Community Pharmacy Avon