The 49th Annual General Meeting of the Group was held on Thursday 21st March 2019, at the Royal Society of Chemistry commencing at 9.30am, before the JPAG Symposium ‘Stability IV: Developments in stability testing and evaluation’.

1. The Chairman, Mr Paul Graham welcomed members to the 49th Annual General Meeting of the Joint Pharmaceutical Analysis Group. He said that over the last year, we held 7 symposia covering a range of topics concerning pharmaceutical analysis including hot topics such as Advanced Therapeutic Medicinal Products and Accelerated Development and Approval. We also held our second pharmaceutical analysis postgraduate research awards and careers symposium in November 2018 with the aim of attracting young scientists into Pharmaceutical Analysis. This was again resounding success and we are busy organising this years awards and careers symposium which has now become an annual fixture in the JPAG calendar.

He stated that this was his last AGM as Chairman of JPAG and that he would be handing over to the capable hands of Dr David Elder who was taking the chair for 1 year with the chair elect Dr Laura Waters taking over from him in 2020.

He then acknowledged the significant contribution that the committee makes to the success of JPAG meeting such as the one being held today and noted the fact that next year will be our 50th year golden anniversary is a great milestone for the JPAG formula.

He then handed over to Dr Brett Cooper who was standing in for the Honorary Secretary Dr Matt Barfield to take people through the rest of the AGM agenda.

2. Apologies for Absence were recorded from Dr Barfield, and Mr Santillo and others from the committee that were not available.

3. Minutes of the 48th AGM, held on 15th March 2017, were available at the meeting. There were no comments or corrections. Adoption was moved by Dr D Elder, seconded by Dr J Clements and agreed nem con.

4. The Report for 2018 was presented by Dr Brett Cooper on behalf of the Honorary Secretary Dr Matt Barfield; the full report is available on the website. He was pleased to report that in 2018 we held seven very successful meetings at the RSC, Burlington House.

Symposia: In February JPAG organised a symposium attended by a capacity audience of 59 with two exhibitors. The meeting was entitled “Cleaning validation”. In March 2018, delegates attended a meeting entitled “Continuous manufacturing, latest insights and best practice” which attracted 62 attendees. The May meeting “From cradle to grave: the chromatographic (analytical) method life cycle” attracted a capacity audience with 102 attendees and was jointly organised with The Chromatographic Society. The June meeting “Harmonisation and application of BCS-based Guidance” was attended by 38 delegates. The October meeting “Breaking down the barriers to widespread delivery of ATMPs” was again at full capacity with 112 registrations and organised in association with the RPS and the NHS ATMP Working Party. In November JPAG held the second “The pharmaceutical analysis research awards and careers symposium 2018” with 108 delegates. The last of the meetings to be held in 2018 at the RSC, London was “Regulatory Hot Topics III” 61 delegates registered for this event.
In April Alessandra D'Angelo, the 2017 Geoffrey Phillips Analytical Science Award winner presented an extended paper based on her JPAG award presentation (Micro-photogrammetry as a tool for characterisation of dissolution behaviour of pharmaceutical dosage forms) at the 11th World Meeting on Pharmaceutics, Biopharmaceutics and Pharmaceutical Technology in Granada, Spain in March 2018.

In November 2018, we held our second pharmaceutical analysis postgraduate research awards and careers symposium. This attracted posters and podium presentations, 108 people registered for the event. One of the focuses of this event is to provide experts to give careers advice which also proved popular. This seminar also included the Geoffrey Phillips Analytical Science Award and the worthy winner was James Gooch (King’s College London) with runner up Maximilian Karl (University of Copenhagen). Poster prizes were awarded to Zachary Enlo-Scott (King’s College London), Oliver Ingham (University of Central Lancashire), & Alice Culkin Queens University Belfast. We intend to make this an annual event and the 2019 event is currently being organised.

Website: Work started in 2011 to redesign the website, originally developed by Dr Joseph Chamberlain, and under the guidance of Mr Naz Rajan continues to automate JPAG’s administration including the organisation of symposia, sending out formal invitations to speakers, design of symposia brochures and direct registration for symposia. This site also provides a financial database, publicity for symposia, information on how members of the joint sponsors, RSC and RPS may join JPAG and historical information about the activities of the Group in the past 40 years. The site also provides links to other relevant sites - such as the RSC and RPS, and, at appropriate times, invites Committee nominations and displays the AGM Order of Business and Minutes and the Hon. Secretary’s Annual Report.

Adoption was moved by Dr F Haines-Nutt, seconded by Dr J Clements and agreed nem con.

5. The Financial Report for 2018 was presented by Mr Paul Graham on behalf of the Honorary Finance Officer Mr Mark Santillo, reported the 2018 accounts which were available at the meeting, these accounts still have to undergo audit by the independent auditors. Overall accounts showed that JPAG made a surplus of just under £15000 during 2018 and has sufficient reserves. The use of these funds to support various projects is currently under discussion. There was some further work needed on the website www.jpag.org during the year to comply with GDPR regulations, and some further upgrades in other areas. There is now a contract in place regarding the maintenance and development of the website. JPAG, once more, ran an event for young analysts to present their work alongside a career fair and keynote lectures. This event was very well supported and received, this type of event is felt to be a good use of any surplus that JPAG makes from other events and was free for delegates to attend. The Geoffrey Phillips Award alongside other awards for podium presenters and posters were made and student bursaries were awarded for travel. Student bursaries are offered for other JPAG events but uptake to date has not been significant, there needs to be some work to publicise this.

Mr Santillo also passed his thanks on to the two sponsoring bodies for their financial and other support and the honorary auditors Dr Roger Alexander and Mr Martin Knowles.

Adoption was moved by Dr D Elder, seconded by Mr R Munden and agreed nem con.

6. Officers: Mr Graham proposed the following officers

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<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Term</th>
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<tr>
<td>Chairman</td>
<td>Dr Dave Elder (Consultant) (until 2020)</td>
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<tr>
<td>Immediate Past Chairman</td>
<td>Mr Paul Graham (Consultant) (until 2020)</td>
<td></td>
</tr>
<tr>
<td>Chairman Elect</td>
<td>Prof Laura Waters (Huddersfield University) (until 2020)</td>
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<tr>
<td>Honorary Secretary</td>
<td>Dr Matt Barfield (GSK), (until 2020)</td>
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<tr>
<td>Honorary Events Secretary</td>
<td>Dr Andrew Chan (KCL) (until 2021)</td>
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</tr>
<tr>
<td>Honorary Finance Officer</td>
<td>Mr Mark Santillo (S Devon H C Trust) (until 2020)</td>
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7. Committee of Management:

Elected members: Dr B Cooper reported the following committee of management memberships:

- until 2020 - Mr Martin Bushell (GSK), Dr Adrian Davis (Pfizer) and Mr Mark Perry (Intertek Melbourn)

- until 2021 - Dr Brett Cooper (Pharmaron), Prof Tony Moffat (UCL School of Pharmacy) and Mr Gerry Maxwell (Envigo)

- to fill three vacancies for members of Committee 2019–2022. The following were nominated and will take the 3 vacancies as there were only three nominations – Dr Adele Patterson (BMS), Dr John Clements (former RPSGB) and Prof Laura Waters (Huddersfield University)

- to note representatives of the sponsoring bodies - Prof Gino Martini (representing RPS) and Dr David Elder (representing RSC)

- to note the following Corresponding Members, appointed in accordance with Rule 5.4: - Dr Sulaf Assi (Bournemouth University), Dr Ray Munden (Consultant), Dr Frank Haines-Nutt (ex NHS) and Mr R Smalley.

- Thanks were given for the following Committee members retiring at this AGM - Dr John Clements as Hon Events Secretary, Mr Malcolm Dash (MHRA), Dr Stephen Robinson (Drugs for Neglected Diseases Initiative, Geneva) and Dr Andrew Teasdale (Astra Zeneca).

8. Honorary Auditors for 2019/20 Mr Mark Santillo had reported that the present Auditors Mr Martin Knowles (St.Thomas’ Hospital) and Dr Roger Alexander (formerly MHRA) will be invited to continue. The Chairman moved adoption of this proposal which was agreed nem con

9. Any other business - by leave of the Chairman – None

The Chairman closed the meeting by officially stepping down and passing the badge of office to Dr Dave Elder the new Chairman

The meeting closed at 9.50 am

Dr Brett Cooper on behalf of Matt Barfield, Honorary Secretary, JPAG