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Community
Pharmacy
Nottinghamshire

Your Local Pharmaceutical Committee



1

THE 142nd MEETING OF THE COMMITTEE WAS HELD VIA
ZOOM CONFERENCE CALL ON
WEDNESDAY 21st JULY 2021 AT 10AM

Present

In the Chair: Rob Severn (RS)
Chief Officer: Nick Hunter (NH)
Secretary: Alison Ellis (AE)
Treasurer: Gordon Heeley (GH)

Members: Mandip Bassi (MB), Rebecca Butterworth (RB), Beth Chamberlain (BC), Linda Ferguson (LF), Dave Fernley (DF), Angella Kahendeke (AK), Vijay Pujara (VP), Dhiren Raval (DR), Jon Such (JonS), James Sutcliffe (JS), Randeep Tak (RT)

1.1 Attending:

- No guests attended

1.2 Apologies for absence

- Raza Ali, LPC member

Reminder to members that apologies need to be given in a timely manner

1.3 Acceptance of the minutes from 19th May 2021 - Attachment 1A

Minutes were agreed as a true and accurate record of the meeting held on Wednesday 19th May 2021.

1.4 Action points from 19th May 2021 not on the agenda

1.4.1 Mindfulness event

Action: Pharmacist Support mindfulness event for Nottinghamshire contractors. NH contacting Sam Travis and Mindy Bassi - ongoing

1.4.2 Data toolkit for NHS mail

Do not need to complete - been refused access to NHSmail as an LPC.

There are conversations regarding the new website domains including emails which LPCs can access if they wish – trying to make more uniformed across the LPCs and then can go to NHS Digital and ask them to approve these emails as secure like the NHSmail (will be adhering to all the secure mail protocols).

1.4.3 LMC Buying Group

Item to be added to the July/August newsletter

Action: Include on the next newsletter letting contractors know that this is available for them to be part of to enable them to receive some discounts

1.5 Declarations of Interest for any item on the agenda

If any member has any personal or pecuniary interest whatsoever in any matter, they should declare it or not actively contribute to the discussion unless asked by the rest of the committee to provide factual information to aid their understanding. In either case they should not vote on the item

<p>2</p>	<p>Governance Items</p> <p>2.1 <u>Declarations - Attachment 2A</u> New declarations to be completed for 2021/22 Members will send to AE asap</p> <div style="border: 1px solid black; padding: 5px;"> <p>Action: All members to send through to AE their Declaration of Interest forms asap</p> </div> <p>2.2 <u>Feedback from Governance committee</u> Rushcliffe Council sent through a Deed of Variation to the contract – they are organising all checks for air conditioning etc and then will be included as part of the service charge (this is what is happening now but putting in the contract). AE to send to JonS, JS, RS and DF for signing and then send back to Rushcliffe Council.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Action: AE to send Dead of Variation to JonS, JS, RS and DF for signing and then send back to Rushcliffe Council.</p> </div> <p>2.3 <u>Member Elections delay until 2023 – constitutional change – member vote</u> - Attachment 2B The proposed delay in the elections from April 2022 to April 2023 is due to the work being done by the Review Steering Group as they will be asking contractors to vote on some important decisions re future of PSNC and LPCs and therefore did not want the local elections to be missed or make the workload too much for contractors. Committee members present at the meeting agreed to take this forward to a special contractor meeting to be held at the AGM in September 2021. Proposed by VP, seconded by JS and agreed by all members. Voting papers will be sent out to all independents and head offices – following the PSNC guidance for the vote and information etc.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Action: AE to send out notification of the special contractor meeting and voting forms to contractors and head offices re constitutional change for members elections to be delayed</p> </div> <p>2.3 <u>AGM 2021</u> Members agreed that the AGM should be held during the LPC meeting on 15th September @ 1pm – contractors can join the meeting via zoom even if holding a face-to-face meeting. RS asked if employers had issued any guidance on attending face to face meetings?? Members reported that they had not seen anything. AE to send an email to members asking for their employers views on attending face to face meetings prior to the September LPC meeting.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Action: AE to send email asking for members employers views on attending face to face meetings before the September LPC meeting</p> </div> <p>2.4 RS has a new role working for CCA as LPC Support Officer for 3 days per week. He is continuing to work for Well 2 days per week and therefore can still be a CCA rep and Chair on the LPC. There should be no changes to the work RS does already. Starts Mid-August 2021. Asked members if they were happy that he carried on as Chair and CCA member – all members were happy for this and felt that it would benefit the LPC. Proposed by JS and Seconded by DF.</p>
<p>3</p>	<p>Independent PSNC/LPC pharmacy review</p> <p>Latest information from the Wright review</p> <ul style="list-style-type: none"> ➤ Update from Review Steering group – Attachment 3A and 3B https://pharmacy-review.org/ <p>Still working through the recommendations. Advised members to read the RSG minutes and be involved in the forum groups. Asked independent members to put together an article to send to contractors in newsletter – VP</p> <div style="border: 1px solid black; padding: 5px;"> <p>Action: VP to send through a short article for the next newsletter explaining the importance of independent contractors getting involved in the RSG focus groups.</p> </div>

➤ LPC member RSG event - Monday 24th May
 Nothing further to update
 ➤ Contractor forum RSG event – Tuesday 25th May 2021
 Members to report

Contractors or Contractor representatives, including the Contractor Forum focus groups:

[Friday 30th July 1pm – 2pm](#)

[Monday 2nd August 1pm – 2pm](#)

[Tuesday 3rd August 9.30am – 11am](#)

[Tuesday 3rd August 7.30pm – 9pm](#)

LPC and PSNC members focus groups:

[Friday 30th July 9.30am – 11am](#)

[Friday 30th July 11am – 12.30pm](#)

[Monday 2nd August 9.30am – 11am](#)

[Monday 2nd August 11am – 12.30pm](#)

[Wednesday 4th August 11am – 12.30pm](#)

[Wednesday 4th August 7.30pm – 9pm](#)

4

NHS Contract Matters

4.1 New contracts-Routine
 Nothing received

4.2 New contracts-Excepted

4.2.1 No significant change relocation
 By: H I Weldricks T/A Weldricks Pharmacy
 From: 67 Scrooby Road, Bircotes, Doncaster, DN11 8JN
 To: 67a Scrooby Road, Bircotes, Doncaster, DN11 8JN
Closing date – 15th August 2021
Interest: JS + RB (Boots)
 Moving next door to M&R pharmacy. All 3 pharmacies are all close together. Better building and access for disabled users
Response: LPC are happy that the application meets the regulations for a relocation.

4.2.2 No significant change relocation
 By: EPrescriptions Limited / Dispensary Green
From: 28a, Sherwood Street, Warsop, Nottinghamshire, NG20 0JW
To: Unit 3 Sherwood Network Centre, Sherwood Energy Village, Ollerton, Newark, NG22 9FD
Closing date: 23rd July 2021
 Interest: RS (Wife works for Rowlands which is nearby) + all have an interest has distance selling pharmacy
Response: LPC are happy that the application meets the regulations for a relocation.

Contract applications received from other areas

4.3 Litigation

Nothing received

4.4 Decisions

4.4.1 Application for Distance Selling Pharmacy

By: Prescriptions4U Limited

At: Unit C Broxtowe Business Park, Calverton Drive, Strelley, NG8 6QP

Approved

4.5 Responses received

4.5.2 Application for Distance Selling Pharmacy

By: Meds2U Pharm Ltd

At: 11 Carlton Business Centre, Carlton, Nottingham, NG4 3AA

4.6 Amendments to the list

4.6.1 Change of hours

By: Bestway National Chemists Ltd Trading As: Well

Address: 113 Clipstone Road West, Forest Town, Nottinghamshire, NG19 0BT

Please note the change of core hours From: Mon to Fri 09:00 – 13:00 & 14:00 – 17:30 Sat 09:00 – 11:30 To: Mon - Fri 09:00 –13:30 & 14:00 – 17:30 Sat Nil

Please note the change of supplementary hours From: Mon to Fri 13:00 – 14:00 & 17:30 – 18:00 Sat 11:30 – 13:00 To: Mon - Fri 13:30 - 14:00 & 17:30 – 18:00 Sat Nil

Total opening hours with effect from 09 August 2021 (Core & Supplementary hours) Mon – Fri 09:00 – 18:00

5

Finances – GH

5.1 Finances May / June 2021 – Attachment 5A, 5B

May 2021

Income

No income this month as levy was paid twice in April 2021

Expenditure

Usual expenses for office and staff

£720.00 Metaphor - GP-CPCS webinar

Members expenses for the May 2021 LPC meeting

£1800 – SYB PCN funding - transfered to savings account

Total expenditure = £13,888.55

Balance = £92,787.47

June 2021

Income

£17,600 – Levy

Expenditure

Usual expenses for office and staff

Backfill for appraisals

Well sent through invoices for BC and RS for work completed and meetings attended since March 2021

Total expenditure = £ 9,232.68

Balance = £ 102,954.79

Savings account (LPN and PCN funding) = £ 126,802.98

	<p>5.2 <u>Cashflow update – Attachment 5C</u> For information</p> <p>5.3 <u>Annual report – needs approval – Attachment 5D</u> GH went through the new style annual report and explained the changes. All members agreed the accounts and they were Proposed by DF and seconded by LF. These will now be included in the AGM for contractors to see and vote on.</p> <p>5.4 <u>Data graphs – Attachment 5E</u> For information</p> <p>5.5 <u>Accountant update</u> New accountant – increase in costs due to needing to do more work for the accounts since changes suggested by PSNC and working to the template they provided. PSNC wish treasurers to record the VAT pay out even though cannot claim this back as not VAT registered</p>
6	<p>Chief Officer / Chair reports –</p> <p>6.1 <u>Chair update – Attachment 6A</u> For information</p> <p><u>GP – CPCS Implementation and Support officer</u> DF, RB, RS have been interviewing this week - 3 people were selected for interview stage where they were asked to give a presentation – all are strong candidates. Reviewing and sending through the job offer on 26.07.21. Clyde & CO – taken on employer support package - £420 per year - Provide contracts and staff handbook. Will give reassurance that providing correct support to staff and correct contracts etc.</p> <p>6.2 <u>Chief officer update – Attachment 6B</u> Demonstrates what is going on at the moment and how many things having to be involved in to keep pharmacy in the loop. Most things have been discussed on the agenda.</p>
7	<p>COVID – 19 / Flu</p> <ul style="list-style-type: none"> - <u>Any feedback from members – challenges, different working etc</u> Shortage of staff is a big problem at the moment for all pharmacies and being able to find locums too. Changes to the need for isolating NHS staff when pinged – this will be reviewed on a case-by-case basis and is only in extreme situations. Need to get the director of Public Health to authorise and so waiting to see if there are any guidelines from PSNC re this as Public Health will not want to be contacted by every pharmacy in Nottinghamshire. Vaccinations – people are trying to move 2nd dose earlier so that they can go on holiday – need to have 8-week gap between doses and cannot move this due to medical advice. Been talks in meetings of a Wave 4 during the Autumn – planning for all possible scenarios. Problem with hospitalised cases and secondary care services being affected and operations cancelled. The death rates are lower though. Flu is the most concern this year. - <u>PSNC/LPC Ops Team meeting updates</u> Nothing further to report - <u>Pharmacy site applications updates - Notts</u> Nothing to update - <u>Pharmacy site applications updates - SYB - Attachment 7A</u> For information

Moving from NHSE to ICS – Notts

Not much to report – everyone still focussed on COVID and winter planning.

- Autumn / Winter Phase 3 planning

Should have 40-60 sites across Nottinghamshire to meet the Government aspired national 2500 pharmacies involved in vaccination in Phase 3. Notts currently have only 14 – so someway to go, but still way better than some other areas - SYB only at 14 across the whole area and mainly in Sheffield.

Some NHS area teams are discouraging applications – raised this with PSNC.

Not said what vaccine will be used for the 3rd vaccination but think it will be Pfizer.

JonS – Evans Pharmacy in East Leake – doing 180 vaccinations per week and Pfizer – takes 4 days a week full time.

JS – expectation that the LPC will be involved in discussion on LES – have we been involved?? Have 2 LPC reps for Midlands – been involved in reviewing and supporting the site determination (NH is one of those selected out of 6 Chief Officers).

NHS England have stated that cannot provide private services while doing Covid jobs – this is obviously not going to work in pharmacy – will be raised by the working group - send any queries through to NH.

Research studies ending around end of August re giving flu and covid together. There will be last minute changes so when apply to be a Covid-19 site need to be aware of this.

Can put in expressions of interest but when details come out then can withdraw if feel that cannot work to the specification

- ICS FLU Programme Workshop 2021/2022 – Attachment 7B

For information

- SYB ICS mass vaccination meeting

- Flu training 2021 Requirements for this year – Attachment 7C

Decided not to run any training because of timings – signposted to PSNC website.

If moving to flu / covid together are they going to change who is allowed to give the vaccination – not just Pharmacists? Waiting for details to be released.

- Bassetlaw Seasonal flu operational Group ?? (DF)

Nothing to report

- Nottingham City ICP flu meeting – RB attending

Starting in couple of weeks – another group started for under 65's at risk. Target driven.

PharmOutcomes send the info through to GP's – private service data does not get shared.

Homeless sleepers – Lloyds being approached again like last year – also asked for the information to bring to the LPC.

Smokers – pharmacies providing the stop smoking service – asked for this information so that can target for leaflets etc. Do not have a service in City pharmacies at moment - Stubit which is run by PICS.

8

Integrated Care System / Primary Care Networks / Nottinghamshire CCG

Members to have read through PSNC briefing LPC News: Helping you to engage with Primary Care Networks

➤ **Primary Care Networks**

➤ PCN leads – ongoing role and vacancies

Vacancies from May 2021

Byron

Clifton & Meadows – have had an expression of interest

Nottingham City East

Rosewood

	<p style="text-align: center;">Sherwood</p> <p>Problem is that do not have any incentive to become a lead – PQS not been announced yet. NH is raising again at next PLOT meeting.</p> <ul style="list-style-type: none"> ➤ <u>PCN support role update (SYB)</u> New role – appointed Laura Chester, Barnsley – supporting PCN leads to get involved in GP-CPCS and PCN meetings. ➤ <u>NHS England funding (SYB) – how has this been spent and plans for future funding</u> We have £1800 that needs to support leads in attending PCN meetings Claiming for meetings attended – 4 x £100 per Bassetlaw lead ➤ <u>PCN reports</u> Nothing received ➤ ICS update – Nottinghamshire <ul style="list-style-type: none"> - Clinical strategy update – no update - ICS partnership forum update – no update - <u>Integrated Pharmacy Medicines Optimisation (IPMO) - Nick and Rob</u> Nothing yet – main problem is workforce. - ICS Board Summary briefing – May / July 2021 – Attachment 8A <p><u>Community pharmacy patient safety group – MB</u></p> <ul style="list-style-type: none"> - Suggested doing a hot debrief straight after the event <ul style="list-style-type: none"> ➤ ICS update – SYB <ul style="list-style-type: none"> - Primary Care workforce - SYB ICS urgent and emergency care meeting ?? – Attachment 8C - Pharmacy Forum representative - IPMO – Attachment 8D and 8E ➤ Nottinghamshire CCG <ul style="list-style-type: none"> - <u>Prescribing Hints & Tips Newsletter June 2021 – Attachment 8F</u> For information - <u>NNMOSG - Thursday 29 July 2021 – RS /JonS will attend</u> ➤ ICS integration with CCGs white paper – verbal update Been quiet on this subject ➤ Area Prescribing Committee No update
9	<p><u>LOCAL AUTHORITY REPORTS</u></p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH COUNTY Need to keep checking the agendas <ul style="list-style-type: none"> - Nottinghamshire County HWB 09.06.21 Next meeting ?? @ County Hall https://www.nottinghamshire.gov.uk/care/health-and-wellbeing/health-and-wellbeing-board ▪ PUBLIC HEALTH CITY Need to keep checking the agendas <ul style="list-style-type: none"> - Nottingham City HWB 26.05.2 Next meeting ??

10

MEMBER UPDATES

Nothing raised

11

**NHS England Area Teams
Midlands**

- Supply issue alerts – <https://www.gov.uk/drug-device-alerts>

- GP-CPCS

<https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/dispensing-contractors-information/nhs-community-pharmacist-consultation-service-minor-illness-and-urgent-repeat-medicines-supply>

AE and NH to work with the new support person when in place

- Areas working with currently

Nottingham City PCN (whole)

Rushcliffe – met 17.06.21

BACHS – live – review meeting 04.06.21

Radford & Mary Potter – previous meetings but not sure where are with implementation

Nottingham West – Beeston have 1 surgery live and interest from Eastwood too.

Arrow – Girish Lad, PCN lead has been pushing this at meetings

Mansfield North – number of pharmacies are interested

Arnold & Calverton – **presented PCN meeting on 18.05.21**

Bassetlaw – **presenting on 14.07.21**

- Community Pharmacy Extended Care Services – update re sign up

Need to promote to be able to run alongside the service to be able to treat patients and claim for funding but not to focus on this in the implementation meetings as this gets confusing for the surgeries as they then tend to want to send the referrals to those pharmacies signed up and not all pharmacies in the PCN.

- Video consultations data

No update

- LPN funding for workforce across Midlands – verbal update – NH

- Smoking Cessation Transfer of Care Steering Group – AE

Until NUH move forward then meetings have been cancelled. Next meeting is 09/08/21.

- Contraception Service Pilot in Community Pharmacy – Attachment 11A

Ties in with reclarification of POMs. NH is working with Sam Travis and Bulwell PCN. Identified Bulwell as area to target and Riverside Pharmacy piloting this service. Looking at maximum service interventions at a small level. Waiting on more information.

SYB

- SYB LPCS and NHSE & I 30.06.21 and 07.07.21 - Attachment 11B and 11C

For info

- SYB LPCs strategy planning – 22.07.21

RS not able to attend – AE and NH will be attending

➤ QUIT smoking service update

All the pharmacies that applied have now been set up on PharmOutcomes and should have received the £100 set up payment. DBTH are yet to employ their tobacco treatment advisors therefore there will not yet be any patients being discharged with the e-vouchers. It is hoped the advisors will be in post soon therefore the activity will start to come to pharmacies.

➤ SYB NHSE workforce bid – Attachment 11D

Workforce training hub are programme managing – good relationships – gives KPI to support community pharmacy rather than just training for PCNs and will help stop the transfer of staff. Includes Independent Prescribers, post graduate diploma and pharmacy ACT + tech training. Pays for mentors / clinical supervision and backfill covered rather than just course fees. £297,000 been awarded.
£300 for pharmacists per day
£200 for techs etc per day

➤ SYB NHSE CPCS funding and claims – Attachment 11E and 11F

For information

HEE

➤ HEE funding for community pharmacy workforce (SYB and Yorks & Humber) – Attachment 11G

£25,000 – study around workforce is included

Community Pharmacy Workforce Development group

<https://communitypharmacyworkforce.files.wordpress.com/2021/06/cpwdg-report-executive-summary-june-2021.pdf>

<https://communitypharmacyworkforce.com/what-do-we-want/>

For information

12

Information received from various sources

If members wish to discuss any of the items below at the LPC meeting then please let the chair know via chat function on Zoom.

Members are advised that many PSNC communications are now communicated electronically and repeated on the PSNC website. It is recommended that members regularly visit the PSNC website 'LPC members' area to access the latest available on www.psn.org.uk

12.1 PSNC briefings / newsletters

12.1.1 List of PSNC newsletters received since the last LPC meeting - there have been daily briefings sent through – Attachment 12A. Link to the PSNC webpage - <https://psnc.org.uk/> - briefings found on each drop down section of the website

12.2 Regional PSNC / LPC meeting – waiting on new Rep, have asked for a meeting

12.3 PSNC Pricing audit reports

Nothing received

12.4 PSNC / LPC conference 15.06.21 – RS / RB

Talked about finance, HR and PSNC new website and support packages

12.5 LPC website update – support packages – Attachment 12B

Support package – need time to look at the templates and if need more support then increase to the next level of support. Agreed to have the free package to start with.

Content is the main thing that need to focus on – RB agreed to help with this. AE to work with RB on this in September 2021.

Going live with new website – need to choose whether we want to be 1st, 2nd or 3rd wave – all agreed to work towards the 3rd phase – November timeline.
Agreed to work to November timeline

Action: AE to let PSNC know that wish to have the free support package and 3rd wave for switch over to the new website

12.6 Regional representative election (Garry Myers replacement)

PSNC Briefing 014/21: Guide to the Regional Representative Election for the East Midlands and South Yorkshire Region

Have not heard anything about who has expressed interest in this position. RS emailed out to all independent members on the LPC.

12.7 MP pharmacy visits to be organised once COVID–19 restrictions lifted

- 1) Alex Norris North, Nottingham North – Aspley, Basford, Bestwood, Bilborough, Bulwell
- 2) Tom Randall, Gedling – Gedling, Burton Joyce. Carlton, Daybrook, Mapperley, Netherfield, Colwick, Woodthorpe
- 3) Brendan Clarke-Smith, Bassetlaw
- 4) Mark Spencer

These will be organised when restrictions are lifted.

12.6 LPC conferences 2021

Thurs 16th September 2021- online

Wed 10th November 2021 – venue booked

12.7 LPC member days – good opportunity for all members to attend

Monday 26th July 2021 1pm – 4.30pm

Wednesday 28th July 2021

10am – 1.30pm

Monday 20th September 2021 10am – 1.30pm

Thursday 23rd September 2021 10am – 4.30pm

Monday 29th November 2021 10am – 1.30pm

MB booked on to 28th July 2021

Asked members to check the dates and book onto the event or send the details through to AE to book place.

Strategy and resource

Update on GP-CPCS Implementation and Support Lead role.

RS thanked members for the support and replies re this when sorting out the role details and to DF and RB for being involved in the interview process.

13	<p>Any other business</p> <p>13.1 <u>Electronic prescriptions to DSP</u> Members reported patients coming into the pharmacy re queries and then when go on tracker it is DSP. Cannot get hold of the pharmacy to ask for the prescription to be sent back to the spine. Had to ask GP to do another prescription – they sometimes refuse – have to ask patients to then contact the surgery or DSP pharmacy themselves. Surgeries are responsible for the prescription sending and so therefore it is up to them and the patient to work it out. NH advised independents to contact the NPA who are leading a piece of work on this.</p> <p>13.2 <u>Nottingham City EHC</u> Due to expire March 2022 but can be extended Need to talk to them about data, roles and liabilities. RB and NH will arrange this. If not heard anything at the September meeting, then need to chase up with City Council</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: NH and RS to contact Nottingham City Council to ask what is happening with the EHC contract after March 2022.</p> </div>																					
14	<p>Details of future meetings</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%;"></td> <td style="width: 33%;"></td> </tr> <tr> <td><i>Development Day</i></td> <td>9am – 5pm</td> <td><i>To be confirmed</i></td> </tr> <tr> <td><i>15th September 2021</i></td> <td>10am – 5pm</td> <td><i>LPC office, Cotgrave Business Hub, Candleby lane, Cotgrave</i></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td><i>AGM – 15th September 2021</i></td> <td>1pm – 2pm</td> <td><i>Virtual via Zoom</i></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td><i>17th November 2021</i></td> <td>10am – 5pm</td> <td><i>LPC office, Cotgrave Business Hub, Candleby lane, Cotgrave</i></td> </tr> </table>				<i>Development Day</i>	9am – 5pm	<i>To be confirmed</i>	<i>15th September 2021</i>	10am – 5pm	<i>LPC office, Cotgrave Business Hub, Candleby lane, Cotgrave</i>				<i>AGM – 15th September 2021</i>	1pm – 2pm	<i>Virtual via Zoom</i>				<i>17th November 2021</i>	10am – 5pm	<i>LPC office, Cotgrave Business Hub, Candleby lane, Cotgrave</i>
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Next meeting is on Wednesday 15TH September 2021 @ LPC office

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 21st July 2021.

Signed: _____ original signed by Rob Severn Date 15/09/21
Rob Severn, Chair, Nottinghamshire LPC