

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

#### Members:

Linda Ferguson (LF) – am only, Dave Fernley (DF), Soumar Kaziz (SKaziz), Raj Morjaria (RM) - am only, Nishant Patel (NP), Vijay Pujara (VP), Dhiren Raval (DR)

#### Attended

- Rebecca Dickenson, Community Pharmacy Clinical Lead, Nottingham & Nottinghamshire ICB
- Kirsten Atkinson, Consultant PR, Priest & Co,
- Lindsey Fairbrother, CPE Regional Representative (via Teams)

#### Apologies received

- Emma Marsden, LPC member
- Shazma Khira, LPC member
- David Evans, LPC member
- Linda Ferguson, LPC member (pm only)
- Raj Morjaria, LPC member (pm only)
- Ankish Patel, Chief Pharmacist & Head of PCN Workforce, Nottingham City GP Alliance
- James Barsby, East Midlands Primary Care Team
- Douglas Ssekyanzi, Clinical Advisor, East Midlands Primary Care Team

#### Welcome and introductions

Welcome and Introductions were given to Soumar Kaziz as he returned to the LPC representing the CCA (Well) and replacing Rebecca Butterworth.

---

### 1 – GOVERNANCE

#### Acceptance of the minutes from 19<sup>th</sup> March 2025 - Attachment 1A

The minutes were agreed as a true and accurate record of the meeting held on 19<sup>th</sup> March 2025. RS signed and will be added to the website.

#### Action points from 19<sup>th</sup> March 2025 (Action tracker) – Attachment 1B

- 30) – ABL Health are attending the June exec meeting with service proposal
  - 31) – RS has started the wellbeing guidance / policy but then questioned if this is something that the LPC should be doing or if better to direct to other organisations like Pharmacist Support. RS will ask at the Chair's Forum.
  - 32) Support information is already on the CPE website – direct to this rather than create another list
  - 33 Mental Health first aid course for staff members – LF gave AE details of company that Peak used and AE to contact and ask for quote.
  - 48) Send through bullet points of items that members wish Alex Norris to raise with government ministers and also the local ICB – this is outstanding
-

49) Hold an event in parliament for Nottinghamshire MPs that Alex Norris offered to host– decided that this should be done after party conferences in October 2025.

51) KA/MJ to look into creating badges / stickers with the Love Your Pharmacy Logo for CPN members to use and also to give out at future events – not completed yet

52) KA to create template articles to help pharmacies advertise services in their local area newsletters / parish council news etc – still to be completed

55) Myth busting question on Ear ache to be included in the April newsletter space allowing – RS to send this through to AE

➤ Declarations 2025/26 – members to complete during the meeting – DR and VP

VP completed at the LPC meeting and DR will send through by email to AE.

➤ Governance sub-committee update – DE, DR – need to appoint a new member

DF expressed an interest in being on the governance sub-committee – SK had previously expressed interest at the last meeting and NH will check with SK if she wishes to be involved with governance, if not, then DF will take on the role. AE to set up governance meetings prior to LPC meetings so if needed they could add items to the agenda

**Action: NH to check with SK if she is wishing to be on the governance committee**

➤ Election of Officers for 2025/26

▪ Chair

Rob Severn expressed interest in continuing to be Chair.

**All members were in favour of RS continuing as Chair.**

▪ Vice- Chair – nominations received from Dave Fernley and Raj Morjaria

DF and RM both nominated for the position of vice-chair.

Both explained how they would be appropriate for the position and what they would bring to the role including that they both have the time to do the role . DF is currently the Vice-chair and RM is vice-chair of Staffordshire LPC so both have experience.

**All members voted and the decision was that Dave Fernley would be Vice-Chair.**

▪ Treasurer – Gordon Heeley

Gordon Heeley expressed interest in continuing to be Treasurer.

**All members were in favour of GH continuing as non-member Treasurer.**

**LPC Self Evaluation**

▪ Review and agree completed Self-evaluation – Attachment 1F

All agreed changes and evidence that the exec team added and will be published on the website as PDF by AE.

**Action: AE to add the completed self-evaluation to the website**



---

Market entry

- **New contract applications -routine**

- Application for consolidation

- By: Peter James (Bridgegate Pharmacy) Ltd and Superdrug Stores PLC

- Staying: 54 Bridgegate, Retford, DN22 7UZ

- Closing: 15 Carolgate, Retford, DN22 6BZ

- Closing date for response – 8<sup>th</sup> June 2025**

Proposing to consolidate the Superdrug Pharmacy contract as per regulations.

Members commented that there was not much detail on the application and it was only a short distance between Superdrug and Bridgegate Pharmacy.

**Response –ensuring all regulations are followed then see no reason for this consolidation not to be approved**

- **New contract applications - excepted**

- Nothing received

- **Contract applications received from other areas**

- Nothing received

- **Litigation**

- Nothing received

- All contract decisions and amendments are in separate document - [Attachment 1C](#)

- PCA Decisions Archive - NHS Resolution – NH to update

Nothing to update

---

- Proposed Constitutional Changes - Seeking views from LPCs

We have now begun the process of seeking views on these proposed changes from the LPC network and the sector bodies (CCA, IPA, NPA). It is proposed that these changes will be made from September 2025, effective for elections beginning in October 2026, and new terms of office starting in April 2027. A more detailed timeline is attached – we will want to talk further with you on the practicalities, such as aligning special meetings with LPC AGMs, and of course will nearer the time support with necessary templates and other documentation.

**Attachment 1D and 1E**

We would be grateful if you could share the attached briefing note with your committee to consider between now and the end of May and complete a short survey outlining the views of your LPC by Friday 13th June 2025, using the MS Form: <https://forms.office.com/e/9jLaX1Y95s>

Members discussed the proposal and all expressed their views, there was general agreement on keeping the 50/50 split between independents and multiples. Members had varying opinions regarding how the

multiple make up should be split and this included what number of contracts indicates it as a multiple. There were some questions asked around member lists and that it is sometimes hard for LPCs to know which trade body a pharmacy contractor was a member of. Agreed that members can reply as individuals and that following any further feedback a response will be sent explaining the committees differing views.

**Action: Members asked to complete the proposed constitution changes survey themselves as well as the LPC send through a response.**

**Action: Exec meeting – complete the proposed constitution changes survey from comments received from members by 10<sup>th</sup> June 2025.**

## 2 - CPE UPDATE

Lindsey Fairbrother, CPE Regional Representative

- Update from last CPE meeting – Attachment 2A

Key points from the regional reps report:

CAPS on PF and NMS and need to ensure contractors know about this – suggested its added to newsletter in May 2025.

CAPS have been quarterly reviewed and now being planned to move to a monthly review.

CPE CPCF Implementation working group

Still some timelines that need to be added in on the CPCF and PQS – working on this still

Contractors did not understand margin and how it gets paid was a key learning from when they attended the roadshows. NH also reported this from when he talks with contractors. CPE have produced a Margin explainer – asked for feedback – ask new contractors if they understand how, it works and if this helps.

NMS subcontracting– CPE regional rep updated the committee on the changes to the NMS payment structure .

### **Actions for LPCs**

**Help contractors understand the settlement**

**MPs briefings and pharmacy visits – use the info sent through by George @ CPE**

### Pharmacy owner polling

CPE report a varying degree of responses – ask is that LPCs encourage contractors to answer – difficult for CPE to use feedback if only a small number of responses



9<sup>th</sup> July – Midlands Regional Roadshow – Nottingham – send through by email and newsletter to contractors and encourage to attend.

#### Current Projects being considered by CPE

- May be asking for contractors to volunteer to get involved in economic issues
- Branded generic
- Influencing
- 10 year plan
- Planning for coming months
- Committee composition
- More resource within the CPE team
- KPI's for LPCs to be shared following the proposal initiated by the Wright Review - going to share the CPE KPI's setting document

Lots of questions are being asked by MPs in parliament – still need to try and encourage more MPs to do this

#### Questions / comments from members

ABPM per month to get threshold payment, members expressed that they are worried that some contractors will not achieve this – number of over 40's that have not had a BP check is running out and so less opportunity for appropriate BP checks and therefore less ABPM.

Some pharmacies have been doing lots of BP checks and no ABPM so there is a need to ensure that both parts of the service are being completed, members asked how CPE/NHS can support ensuring quality delivery of the service .

Regarding ABPM members raised that some GPs prefer to have 7 days of readings – asking if this can be added into the contract.

#### ▪ Integrated neighbourhoods

CPE have undertaken a survey of LPCs and are planning further support.

#### ▪ EHC in Contraception October 2025

Members asked if there will be any national promotion of this service?? LF will feed into the implementation working group

#### ▪ Caps for PF

Members highlighted possible concerns with PF caps and would like to know how often the caps are reviewed and how they are worked out?? Maximum cap is 135 at the moment.

Communications are going out re clarification on the CAPs info.

Need some bullet points to help contractors

Action: **AGM – margin and drug tariff and how it works – subject for contractor training**

Action: **Newsletter article re needing to have completed 1 x ABPM in October to hit threshold - AE.**

Action: **Social media question – Are pharmacies aware of 1 x ABPM from October to reach PF threshold - KA**

### 3 – FINANCES

- March / April 2025 accounts – Attachment 3A, 3B, 3C, 3D

The treasurer gave a full update of the current financial position of the LPC, including reviewing the previous 2 months income and expenses.

- Budget vs actual spend 2025/26 – spreadsheet shared by GH at meeting

GH reported that we have spent slightly more income - reserves at 4.4 months which is the projected amount and in line with target

- Final budget for 2025/26 – Attachment 3E

GH presented the final budget for the coming financial year.

- Final accounts for 2024/25

Following our current accountants decision not to provide on going services, GH reported that he had Received a quote from Cooper Parry, which was significantly more than our previous accountant. NP suggested trying his accountant and will send through contact details. Members agreed that GH could proceed with the best option that can be sourced so to ensure that we have the required accounts produced in time for our report and AGM.

- Prescriptions dispensed data for December 2024 and January 2025 – Attachment 3F, 3G and 3H

For information

- AGM 2025 - what do members want to do?

Agreed to hold an event

Subject – Margin and drug tariff – how it works and also to ask contractors what they want the LPC to do re public facing social media and advertising ??

### 4 – COMMUNICATIONS

Kirsten Atkinson, Communications / Marketing Consultant, Priest & Co

- Communications plan

LinkedIn – messaging daily

Regularly shared by other LPCs

High number of impressions and shares

- Love your pharmacy

– end of campaign statistics – Attachment 4A

Digital impressions: 843,521

Clicks: 540

Estimated print ad and editorial exposure: 625,557



**Total exposure:** 1,469,078 people

Cannot really see if this had an effect on numbers going to the pharmacy – can look at numbers of claims and see if in the certain areas whether there has been an increase compared to exposure data– we will not get this data until June / July 2025.

The aim of the campaign was to advertise Pharmacy First services so people could refer themselves rather than going to the GP.

- Proposal for targeted campaign on Sexual Health services or Hypertension Service – Attachment 4B

Focus on certain areas and contraception service so 18-45 year old

**Action: AE to send to members the proposal for the targeted Love Your Pharmacy campaign and then will make a decision at the July committee meeting.**

- Podcasts – 1<sup>st</sup> episode – CPCF, PF and NMS update – <https://youtu.be/NO9FsDqKDwA?si=qXvzCpVtAx-YiDrc>

SKaziz is interested in being a special guest speaker re contraception on one of the next Podcasts.

Cross sector placements for Foundation Pharmacists – Rebecca to be guest speaker. Also ask Matt Boyd if interested in being involved.

---

## 5 - SERVICES

---

Mike Jones, Service Implementation Lead

- [Services update](#)

Data dashboard Attachment 5A

Hearing that April has been more tricky re PF consultations

- Pharmacy First – focused on those that would miss the £500 and £1000 target

Looked at those that are just 5 gateway consultations under the threshold targets – MJ rang them (20 pharmacies)

- Highlighted the service and how to claim etc
- Hints and tips - Stickers on items to remind staff to refer into the PF consultation

91 contractors did not hit target for last three months – less than previous month – so improving.

- Contraception Service

Focused on those that have not signed up – only 20 – will be contacting them to say that if don't sign up by end of August then will lose the £900 training fee.

EHC will be part of the contraception service from September 2025

- BP Checks

Increasing – 100% increase from last month

---

- Palliative Care – service rolled over for 2025/26 - Attachment 5B

Still waiting for reply from NHSE regarding the letter sent as not consulted with LPCs

- Public health services – new spreadsheet with details – Attachment 5C
  - County substance misuse service – CGL SLA 2025 – Attachment 5D and 5E
  - County EHC service

EHC 51 providers – 48 active

- County Smoking Service – ABL health – meeting with exec in June 2025

- Integrated Neighbourhood Working – Attachment 5F

For information

## 6 - OFFICER REPORTS

- Chair – Attachment 6A

Lease is progressing – waiting on lease to be reviewed by our solicitor

NHS Confed Imms and Vacs – RS attended – very positive re community pharmacy taking on vaccinations  
RS will continue to work with stakeholders on this project

- Chief Officer – Attachment 6B

Meds Opt board– ongoing work on transformation and efficiency – setting up a task group.

Workforce faculty – no longer funding the facilitator

Foundation pharmacists will need to have cross sector placements – are pharmacies aware of this, have they looked at this and do they need help – LPC is going to have to support with getting this information out to contractors. Need to gather information re those that have foundation pharmacists. Offer help. Members to help identify this too.

## 7 - OTHER INFORMATION / MEETINGS

- NHS England / Nottingham and Nottinghamshire ICB
  - Midlands Regional Pharmacy First Oversight Group
  - Integrated Care System / Primary Care contract team
  - East Midlands Primary Care Team meeting
  - LPC, LDC and LOC meeting with Dr Kelvin Lim
  - Bank Holiday rota

- Notts ICB Medicines Optimisation Steering Group

Branded generics possible wave of switches

- **ICS Collaborative Clinical and Care Leadership and Transformation Group 1) Imms and Vacs and 2) Clinical Transformation Recommendations (CTR) Dashboard**



- **Impact of 50% cuts to ICB funding – model ICB blueprint - Attachment 7A**

Already have close working relationships with Midlands LPCs

Heard that there will possibly be mergers of ICBs – Notts already share staff across Derbyshire ICB and looks like this may be one of the main options. Could be that need to merge with three areas and this will include Lincolnshire.

ICB need to reduce running costs to £18.76 per head of population

- **Weight management pathway design accelerator**

Public Health / Councils

- LPC / LMC joint Public Health meeting
- PNAs update –
  - Nottingham City Link –

<https://www.nottinghamcity.gov.uk/engage-nottingham-hub/open-consultations/nottingham-city-pharmaceutical-needs-assessment-pna-2025-consultation/>

- Nottinghamshire County link - <https://consult.nottinghamshire.gov.uk/public-health/pharmaceutical-needs-assessment-pna-2025>

**Action: send to members and ask to send through any comments in the area where work / live and ask for them to be sent through to AE/NH by mid June and then remind before the deadline of 13<sup>th</sup> July 2025**

#### ➤ Community Pharmacy England

- CPE newsletters received (link to CPE website) - [Newsletter archive - Community Pharmacy England \(cpe.org.uk\)](#)

#### CPE events

The **Forum of LPC Chairs** Conference will take place in the Houses of Parliament on Wednesday 18th June , 2-6pm

#### ➤ Healthwatch

- May newsletter – [Attachment 7B](#)

Invited to the exec meeting in July 2025

#### ➤ Workforce

- Pharmacy Workforce Faculty – [take off future agenda as this no longer exists](#)

- [CP Midlands meeting 2<sup>nd</sup> July 2025 - Birmingham](#)

NH and RS attending

- [CCA](#)

- CCA Matters - [Attachment 8C](#)

For information

---

## [8 - OPEN MEETING](#)

---

### [Rebecca Dickenson, CPCL, Nottingham and Nottinghamshire ICB](#)

- IP Pathfinders

RD highlighted concerns regarding what will happen once the pathfinder pilot comes to an end, this includes how will local providers deal with a sudden stop in the pilot, especially as locally many locations have been delivering high quality consultations in high numbers. RD will continue to try and seek a solution to this issue.

- [Nott ICB IP pathfinder infographic April 2025 – Attachment 8A](#)

Healthwatch event – been invited to speak – 15<sup>th</sup> July 2025 - Worksop

- [Covid antivirals](#)

Paxlovid – is now prescribable routinely on FP10 – In Notts NEMS will be prescribing. Pharmacies are not likely to see many, if any prescriptions so need to consider if additional advice or support is required. CPE advised that they had similar concerns so raised with NHSE

---

## [9 – DEVELOPMENT SESSION](#)

---

- [Member skills matrix – Attachment 9A](#)

Ask members to complete and send prior to the July meeting so can collate the information and then review and answer the below questions. Employees to complete too.

Returned by Mid June – then send list of those that have not completed (to everyone)

Self reflective and can also use as part of CPD.

- How the committee use their skills to support / steer the employees to deliver the role of the LPC ?
- Remind why been elected onto the committee and what should be bringing to the meeting

### [Strategy – review for 2025/26 – Attachment 9B](#)

Members discussed their priorities for 2025/26.

---



Members highlighted the need to continue the work that supports the Pharmacy First suite of services - focus on integrating Pharmacy First into local pathways, supporting delivery by using data to drive our actions and supporting to promote the service locally.

Less locally commissioned services and also changes in ICB footprint would be a challenge and key area to focus on. Integrated neighbourhood was an area members noted as an emerging area and that the LPC should work on this - work to increase fees and facilitate contractors in understanding what local services are available, and how national services can be promoted in a neighbourhood

Members agreed to continue to work with the CPCL and other key contacts in the ICB.

We will engage with politicians to support national messaging.

---

10 - Any other business

Nothing raised

---

Next Community Pharmacy Nottinghamshire meeting

Future meetings

<b>16<sup>th</sup> July 2025</b>	9.30am – 5pm	LPC office
<b>17<sup>th</sup> September 2025</b>	9.30am – 5pm	LPC office
<b>19<sup>th</sup> November 2025</b>	9.30am – 5pm	LPC office

---

*Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 15<sup>th</sup> May 2025*

Signed: \_\_\_\_\_

Date

16/7/25

*Rob Severn, Chair, Nottinghamshire LPC*

