# Community Pharmacy Sefton LPC Minutes

# Wednesday 26th February 2025 at 2pm (via zoom)

**AGENDA**

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| 1 | Opening of 26th February 2025 CPS Meeting  Welcome, Conflicts of interest, Approval of minutes from 29th January 2025 | 2:00pm |
| 2 | Matters Arising  For confirmation of accuracy/ Actions taken since last meeting | 2:05pm |
| 3 | CEO Business – LM | 2:17pm |
| 4 | Chairman’s/Vice Chairman’s Business –JG/MS | 3:02pm |
| 5 | Treasurer’s Business- UH | 3:03pm |
| 6 | Pharmacy Services Manager update - EM | 3:05pm |
| 9 | AOB | 3:06pm |
| 10 | Date & Time of next meeting: 30th April at 2pm via Zoom, No meeting in May, 4th June at 7pm via Zoom. | 3:20pm close |

Signature: Date:

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|  | **Name** |  | **Designation** |
| **Present** | James Glover | JG | Chairman/Member/AIMp |
|  | Dr Lisa Manning | LM | CEO |
|  | Lucy Corner | LC | Member/CCA |
|  | Joanne Murphy | JMU | Member/CCA |
|  | Una Harding | UH | Member/Ind |
|  | Jess Bibby | JB | Admin Support Officer |
|  | Sarah Halpin | SH | Member/Ind |
|  | Jemma Lees | JL | Member/ IPA |
|  | Martin Stratton | MS | Vice-Chair/Member/Ind |
|  | James Moir | JM | Member/IPA |
| **Absent** | Salma Iqbal | SI | Member/CCA |
|  | Sara Davies | SD | Pharmacy Services Manager |
|  | Edward Murphy | EM | Engagement Officer |

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| Members | Apr 24 | May 24 | June 24 | July 24 | Sept 24 | Oct 24 | Nov 24 | Jan 25 | Feb 25 | Total |
| **JG** | **/** | **x** | **/** | **x** | **/** | **/** | **/** | **/** | **/** | **7/9** |
| **JM** | **x** | **/** | **/** | **/** | **/** | **x** | **x** | **X** | **/** | **5/9** |
| **JMU** | **/** | **x** | **/** | **/** | **/** | **/** | **/** | **X** | **/** | **7/9** |
| **LC** | **x** | **/** | **/** | **/** | **/** | **/** | **/** | **/** | **/** | **8/9** |
| **MS** | **/** | **x** | **/** | **x** | **/** | **/** | **/** | **X** | **/** | **6/9** |
| **UH** | **x** | **/** | **/** | **/** | **/** | **/** | **/** | **/** | **/** | **8/9** |
| **SH** | **x** | **x** | **/** | **x** | **/** | **/** | **/** | **/** | **/** | **6/9** |
| **SI** | **/** | **/** | **/** | **/** | **/** | **/** | **/** | **/** | **x** | **8/9** |
| **JL** | **x** | **/** | **/** | **x** | **/** | **/** | **/** | **/** | **/** | **7/9** |
| **Total** | **4/9** | **5/9** | **9/9** | **5/9** | **9/9** | **8/9** | **8/9** | **6/9** | **8/9** |  |

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| **1** | **Welcome, Apologies for absence, Expressions of Interest** | **Action** |
| **1.1** | The meeting started at 2:00pm.  Apologies sent from SI, SD and EM.  No conflicts of interest were declared.  Minutes of the previous meeting 29/1/25 – Approved. |  |
| **2** | **Matters Arising – from previous actions last LPC meeting** |  |
| **2.1**  **2.2**  **2.3**  **2.4**  **2.5**  **2.6**  **2.7** | Payroll, recouping interest paid due to HMRC debt - still ongoing. LM spoke to Alex Grist from Haines Watts. They are struggling to contact HMRC to determine when the 10k cheque (regarding overpaid interest) will be paid. Alex will keep chasing with the idea of March being the deadline.  Discussion of TAPR and Mersey LPC merger – still ongoing. Currently waiting for the next meetings to be scheduled, Fin McCaul to help with proposing dates.  PNA Results – LM still waiting for draft. LM gave flu data but still awaiting the report, LM to share when received.  MP visits – JB still trying to coordinate 3 visits – 1 now conducted which has been shared via social media, potential dates for remaining 2 visits are the 4th April and the 25th April. JB to continue to chase.  LPC Evaluation Checklist – LM emailing James Woods regarding final draft, no further update so still waiting. JM to create a google form/ spreadsheet form used in previous years for members to fill in. LM will collate final data.  JB to chase members who have not completed the skills matrix  UH to share LPC Finance checklist once completed | **LM ongoing**  **LC, UH, JG ongoing**  **Action LM**  **Action JB**  **Action JM**  **Action JB**  **Action UH** |
| **3** | **CEO Business** |  |
| **3.1**  **3.2**  **3.3**  **3.4**  **3.5**  **3.6**  **3.7**  **3.8**  **3.9**  **3.10**  **3.11**  **3.12**  **3.13**  **3.14**  **3.15**  **3.16** | CPAF Negotiation – still ongoing. No further updates, LM to provide any new information when available. Told by James Woods that media posts stating the negotiations have moved from April to July, is incorrect, there is currently no set timeline. CPE have sent out two news articles around the independent economic review (which hasn’t been finalised yet) which LM has shared in the newsletter.  CPE training event – CPE are running a LPC member briefing day on the 4th March which is good for new members to attend but also any members that want a refresher.  PCS training event – Taking place on the 12th March. LM has got the event cost neutral and has opened it out to the whole of Cheshire and Merseyside. Still places available, LM asked all committee members to promote the event.  April bundling of service – Starting from April contractors will have to be able to deliver all three PCARP services, HCFS, PF and PCS to receive the target payments. We've created a database of who needs to register, currently 56 out of 68 pharmacies have registered for PCS, EM is chasing those outstanding.  Meds Management Queries – LM attended latest meeting, and it was raised that some pharmacies aren’t using the Hub. LM working with the listed pharmacies around how to use it and the benefits of using the hub.  LPC Contractor survey – LM and JB working on a short 5-minute contractor survey to get some feedback on what’s working well and what the LPC could do more of for engagement.  Sefton Place Contracts – LM has had confirmation that there will be an uplift across all the services. ICS have confirmed that the uplift will be 0.9%. Unfortunately, the ICS has stated that there is no room for negotiating or making further changes to contracts. They also intend to harmonise MAS across C&M. LM has asked for a deadline for this. LM has asked for the 8% claw back and an additional SAF on the Care of the Chemist contract to be investigated. In response to this LM has put a notice in the newsletter and her weekly update to say for contractors to consider their services. LM advised we can only recommend that contractors review their services rather than instruct. EM is currently working through a RAG rating of each service in the WhatsApp group.  Pharmacy First Referrals – Slight drop in pharmacy first referrals so EM and SD are doing lots of GP training. There is a GP ‘wider group ‘meeting booked to investigate what the barriers are and how the LPC can support. Currently working with the NHS Digital Champions looking at sending referrals and they're looking at the data systems within GPs and how to kind of maximize them. EM has created a one pager link for services resources and there is a triage form for PF for counter staff to use.  CPE Levy – With the big increase last year LM has queried the drop in amount that has come through for this year, James Woods advised that it should be more stable going forward as it’s based on 2023/2024 when we had 3 closures. The predicted levy for 25/26 will be £31,440.00 and the LPC will be paying this monthly.  IP pilot – The funding has now been moved to 2025/2026 due to the delay with the IT problems. Potentially due to start around March.  Walk in ABPMs – ICS are looking at those done opportunistically, when really the only ABPMs that should be done are those requested from the GPs or when a walk-in BP clinic check results in a high reading and the patient should be offered an ABPM. So, ICS is investigating that LM hasn’t been informed of any outliners in the Sefton area.  Sexual Health Service – The contract is due to end in March 2026. LM has asked for a contract review which is not likely to be achieved but they will ask. They discussed commissioning additional services in Netherton/Maghulll area as their spoke site is closing. Looking at doing a postal kit service for chlamydia, HIV, syphilis etc to all pharmacies in those areas. LM asked for committee thoughts.  Freedom to speak up guardian FSUG– It’s recently been brought up that LPCs have been using an interim solution of the NHSE/ICS FSUG , most large companies will have their own FSUG or process. The LPCs are working with CPE and the ICS to look at a solution for independents.  Palliative care – This is looked at being harmonised, unsure on the deadline for this at the moment. LM to provide updates.  PCN engagement lead role – Money for this role has now been signed off by ICS, NHSE confirmed 8hrs per PCN. One staff member will be recruited to work across the whole of Sefton. The ICS is now in the process of working on the SLA for this role.  Rota Payments – We have asked for the payments to be reviewed, and a letter has been drafted and sent to the ICS to review it. LM to provide further updates when available. | **Action LM**  **Action All**  **Action LM**  **Action LM** |
| **4** | **Chairman’s Business** |  |
| **4.1** | Nothing to add. |  |
| **5** | **Treasurers Business** |  |
| **5.1** | Levy holiday/Levy – forms have been submitted, and the holiday will be for 6 months, 1st Nov to restart the 1st May 2025. UH has sent a letter for this to be reinstated in May. UH to change the standing order for the new levy payments for 25/26 | **Action UH** |
| **6** | **Pharmacy Services Manager update** |  |
| **6.1** | Smartcard issues – Has been a few issues come up lately, but this is being worked on by NHS digital who is working on a form that states the changes. This will go into the newsletter when available. |  |
| **7** | **AOB** |  |
| **7.1** | DMS – SH queried about DMS and the API link to MYS. LM to bring this issue up at the next ICS and CLOT meeting | **Action LM** |
| **8** | **Date and time of next meeting** |  |
| **8.1** | The next LPC meeting – 30th April 7pm, no meeting in May, 4th June 2pm |  |

The meeting was brought to a close at 3:20pm.

**Action Log:** Highlighted actions are carried over from previous meeting.

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| Min | **Action** | **Person** | **Update** |
| 2.1 | Payroll recouping interest from HMRC debt. | LM | Ongoing |
| 2.2 | Discussion of TAPR and Mersey LPC merger. UH to fill in financial spreadsheet. | LC, UH, JG | Ongoing |
| 2.3 | LM to share draft PNA once received | LM |  |
| 2.4 | JB to chase MP visits. | JB |  |
| 2.5 | JM to create a google form/ spreadsheet form used in previous years for LPC Evaluation | JM |  |
| 2.6 | JB to chase members who have not completed the skills matrix | JB |  |
| 2.7 | UH to share LPC Finance checklist once completed | UH |  |
| 3.1 | LM to provide any negotiation updates when available | LM |  |
| 3.3 | Committee members to promote Contraceptive training event | ALL |  |
| 3.14 | LM to provide update on the palliative care harmonisation | LM |  |
| 3.16 | Rota payments, LM to provide updates when available | LM |  |
| 5.1 | UH to change levy payments to a standing order for 25/26 | UH |  |
| 7.1 | LM to bring DMS issue up at the next ICS/CLOT meeting | LM |  |