**LPC Meeting – Wednesday 13th June**

14a High Street, Staple Hill, Bristol, BS16 5HP

9am – 5pm

Present: Lisa Fisher, Richard Brown, Tanzil Ahmed, Chris Howland-Harris, Jerry Long, Hilary Forbes Stuart Moul, Alan Smith, Morag McMeekin, Heather Blandford.

Apologies –Ramesh Yadav, Matt Courtney-Smith, Sadik Al-Hassan, Roger Herbert.

Declarations of Interest – None

CCA nomination for report –

Amendments to Training Log – None.

Review of May Minutes & Action Points.

Minutes agreed and will be posted on the website.

Richard has discussed the bank charges with the PSNC and they are looking into this.

Discussions around GDPR regulations.

Contract applications.

Applications reviewed.

Rental Increase

The LMC have proposed a £45 increase per month, discussion around the value of using the office and the rooms for training events. Richard will discuss with the LMC the terms around the increase and how long the next review period will be.

Meeting Etiquette/Expenses Policy

Attendance at meetings is important, discussion around the amount of members needed to run a meeting.

Debbie to send out dates for 2019.

Jerry attended a meeting about committee costs and expenses which has resulted in some changes. The payment for CCA reps now has to be made to the company not the individual.

The expenses payment is a payment for a full day of attendance at the LPC meeting. Discussion around situations that may arise, the committee have agreed that the chair should have discretion to review the payment. Richard has amended the expenses policy to show this.

If the committee members are incurring travel costs they should make a separate personal claim.

Treasurers report

Review of the accounts up to the end of May. AHS is now appearing more on the accounts and so a separate category will now be added to show this.

Jerry and Tanzil will look into moving some of the balance to another account.

Review of items dispensed in Avon, showing 0.02% growth for the year.

QPS Update

Jerry updated the committee on the progress and will continue to support the pharmacies.

Stuart mentioned that Jerry’s support previously has been very useful and the importance of this support continuing.

Social Media

Emily is now working on increasing the social media, Avon LPC now has more followers on Twitter. Sadik has also done some good work in raising the profile of Avon. The weekly update is now showing on Twitter and Facebook. Emily is coming to next month’s meeting to provide an update to the committee.

Conference Awards Ceremony

Discussion around the categories for this year.

Pharmacy business of the year will be introduced as a new category, the winner will be awarded a cup which will then be passed on each year to the new winner.

Discussion around the Q & A session and how this could run better this year.

Richard will speak to Simon Dukes to ask what the direction of his presentation will be.

Sarah Dawson/Lorna Thyer – RB Pharmaceuticals/Ashfield.

Presented to the committee about the Dyspepsia therapy review.

Discussion around getting community pharmacy involved in helping increase the step off/step down rate, this would need discussion around introducing a commissioned service. Richard will meet with RB/Ashfield to discuss this further.

Caroline Glossop – BMS

Caroline presented to the committee about Anti-Coagulation.

Richard has asked if there is a possibility of using community pharmacies across Avon in the new trial. Chris is currently bidding for £20,000 for six month pilot for “risk stratification and identification of Atrial Fibrillation in people visiting Avon community pharmacies”.

AHSN

Richard has an upcoming meeting with CCG and AHSN to discuss future opportunities

PSNC Governance Document

The PharmOutcomes self-evaluation for 18/19 is live.

The Committee split into groups to look at each section and decide on a level for each criteria. There was a discussion around this, the evaluation was completed and uploaded onto PharmOutcomes.

Online Training Update

Lisa suggested that the images were too small on the diabetes webinar, this will be reviewed for future webinars.

The feedback suggests that GDPR module was useful and cascaded to pharmacy teams.

Star rating being used at the end of webinars in order to get feedback from the training.

Stuart raised the possibility of translating webinars into podcasts, Richard will look into this and trial for feedback.

AHS Update

Healthy Living Champion training is now complete.

Pre-Reg programme for 18/19 is in development and have 6 signed up so far. Discussion over availability of pre-registration pharmacists, contact will be made with universities in order to communicate with contractors looking for pre reg pharmacists.

AOB

None.