**LPC Meeting – Wednesday 21st June 2023**

Via Zoom

9am - 1pm

Present: Richard Brown, Lisa Fisher, Alan Smith, Imran Ahmed, Morag McMeekin, Jerry Long, Philip Bush, Isabel Diaz, Ramesh Yadav, Heather Blandford.

Apologies – Ali Hashemian.

Declarations of Interest – None

Alan will no longer be on the committee from next month due to a change in our proportional representation. Ali did not stand for re-election. The committee would like to thank them for their hard work and dedication to the LPC over their years of service.

CCA nomination for report – Heather

Review of May Minutes & Action Points.

Minutes agreed and will be posted on the website.

Contract applications.

None

Finance Update

Jerry provided the committee with a finance update.

The committee agreed to move funds to the savings account for safe keeping, Jerry will action this.

An agreement has been made to set up the PSNC levy to be paid on standing order from October 2023.

Treasurers Role

The committee discussed the role of the treasurer and how to reduce the tasks to make the role more efficient.

Discussion around an outside person becoming treasurer and the cost this incurs.

Conference

At the conference the LPC will reveal the new name for the committee - Community Pharmacy Avon.

Richard went through the running order of the conference.

Nick Kaye, chair of NPA, is the keynote speaker, Richard has been in contact with him to discuss his content. Nick will also hand the awards out.

The committee have been asked to make nominations for the awards and to also encourage people to sign in to attend the conference, either online or face to face.

The committee meeting will be shorter than full day to allow travel and planning for the conference.

Office & Phone discussion

Debbie provided some options for the phone and internet, the committee have asked for Debbie to check if we can get an offer for a year contract instead of 2 years, to limit the cost.

Richard has asked for a reduction in rent at the office and is waiting for an answer.

PCN Lead Development Programme

This is going to roll out again this year. There will be 8 days per year of funding to free up the PCN lead.

Lisa ran a launch event last week which went really well, the leads will feed into Lisa going forwards. Lisa has also started holding the PCN meetings following on from the good work Barbara has done.

Rebranding - Community Pharmacy Avon.

Richard showed the committee a run-down of all that will need to be changed and decisions taken regarding the rebranding of all materials post the conference. The only items that won’t change will be the email domains.

Primary Care Board Update

This is made up of LPC, LMC, LOC, LDC, One Care and Out of Hours.

The board are going to apply for Implementation funding from ICB to cover all the areas.

Merger & Steering Group Discussion

Lisa attended the CPSW committee meeting last month and it was a really good meeting.

Morag and Ramesh have expressed an interest in being part of the steering group.

The committee created a working document to share ideas with CPSW.

PQS

Lisa asked the committee if Roger, pharmacy support manager should be proactive with the PQS service. The committee discussed this and agreed that he will offer support if asked and will provide guidance in the weekly newsletter but not to offer one to one support, to be more in line with the guidance from CPE.

AOB

No further points