**LPC Meeting – Wednesday 27th April 2022**

Via Zoom

9am – 1pm

Present: Richard Brown, Lisa Fisher, Alan Smith, Ali Hashemian, Imran Ahmed, Jerry Long, Isabel Diaz Franco, Morag McMeekin, Ramesh Yadav, Heather Blandford, Debbie Scudamore.

Apologies – Matt Courtney-Smith, John Wilson.

AP – Action Point.

Declarations of Interest – None

CCA nomination for report – Alan Smith

Vote in new Exec Committee

Chair – Lisa Fisher still wishes to stand for the position, proposed by Ramesh Yadav and seconded by Imran Ahmed. No other nominations.

Vice Chair – Imran Ahmed wishes to stand for the position, proposed by Ramesh, seconded by Morag McMeekin. No other nominations.

Vice Chair – Alan Smith wishes to stand for the position, proposed by Imran Ahmed, seconded by Isabel Diaz Franco. No other nominations.

Treasurer – Jerry Long wishes to stand for position of treasurer for the interim period, proposed by Alan Smith, seconded by Morag McMeekin. No other nominations.

Jerry wishes to resign as treasurer from the end of September, this will be addressed in a future meeting.

Review of March Minutes & Action Points.

Minutes agreed and will be posted on the website.

Sadik Al-Hassan has now left the committee.

We have welcomed John Wilson (CCA) to the committee going forward.

Treasurers report

Jerry presented the up to date accounts to the committee. This is the first full year using Xero.

Jerry compared the actual figures to the budget for the year.

Richard is still waiting for a reply about VAT, hoping to get an answer soon.

We are holding funds for the PCN lead development programme. This will be tracked as the money is paid out, to allow a full audit of the fund.

Contract application.

Magna Healthcare limited application CAS-136019-M6W5D8

Ramesh left the meeting during this time for this to be discussed, due to a conflict. The committee located where this pharmacy would be and there were no other conflicts of interest.

The committee considered the PNA recommendations in connection to this application. Based on the number of new properties currently built the committee do not agree there is a need for a new pharmacy. This was a unanimous decision.

**AP -** Richard will put together a response and circulate to the executive committee for approval, this will be done by the end of next week. The response to NHS England is needed by the 28th May 2022.

Conference

Debbie explained the reason for the change of venue to Engineers House, discussed costs, pharmaceutical reps and how the conference will run this year.

**AP** – Debbie to send the save the date flyer to the committee and Area managers.

The committee still want to include the awards ceremony.

**AP** - Debbie & Richard to set up the awards categories.

**AP** – Awards to be ordered.

**AP** – booking form to be set up ready, Debbie to speak to Martyn to discuss how to do this.

**AP** - Jerry suggested that Richard put together a short video for social media to advertise the conference.

The committee composed the flyer for the conference ready to send out to the delegates. **AP** – Debbie to complete flyer, add booking information.

Work Plan – Strategic Plan

The committee discuss the strategic plan inputting the work plan for the year ahead.

**AP** – Richard and Lisa to communicate this to the operations team.

Chief Officers Update

ICS is a big focus at the moment, Gloucestershire have decided not to continue with it.

PCN Lead development programme is also a big focus, with Barbara leading it. Evening event tomorrow to launch with the PCN leads. The first face to face event will run in June.

AOB

The May meeting will be face to face in the LPC office.