

Minutes of the meeting of Community Pharmacy Durham and Sunderland (CPD&S) held on 17 July 2025 in the Fountain Suite at Ramside Hall Hotel, Durham

In attendance:

Emma Morris
Raminder Sihota
Paul Arnett
Jamie Rotherham
Andrea Dickenson
Lee Middleton
Ian Mensforth
Rob Pitt
Mukarrom Hussain
Derek Roberts
Ann Gunning
Geraint Morris
Greg Burke
Sami Hanna (part attendance)

LPC/044/2025	Apologies for absence: Joy Cooper
LPC/045/2025	Introduction: Emma introduced the meeting and reminded members of the Nolan Principles and if appropriate, to declare any interests
LPC/046/2025	Minutes from the CPD&S meeting held on 15 May The minutes were accepted as a true and accurate record of the meeting.
LPC/047/2025	Action Log The meeting reviewed the action log and updated it appropriately. Consideration was given to including NMS and DMS sessions at the AGM on 18 September. Action: Greg to explore the options further. There was a discussion about Titan and what contractors are required to send to the BSA. Action: Greg to source previous comms sent to contractors and/or seek clarity from the BSA. Andrea reported that the completion of the skills matrix forms has shown that, perhaps apart from media training, there are not any clear skills gaps in the membership.
LPC/048/2025	Strategy and workplan document. Andrea and Raminder lead this item. Subgroups split into smaller meetings, refreshed their workplans and fed back the detail to the full meeting. Action: Greg to include all the information in one spreadsheet and add to the Strategy tab on the CPD&S website. Also, the meeting agreed that the Strategy document should be a word document. Greg to make the change and add to the site. In the meantime, a holding statement is to be added to the site.
LPC/049/2025	Co Durham Pharmaceutical Needs Assessment

	A copy of the draft PNA had been circulated with the papers. Ann had provided comments which had also been sent to members. Members agreed with the conclusion of the PNA i.e. there is already adequate provision. Action: Greg to submit the CPDandS response to Claire Jones at DCC. The response should also include a question around DSPs i.e. if a DSP should close, especially if it is one that has opened recently or has received approval recently, would this be perceived as causing a gap?
LPC/050/2025	North East North Cumbria Community Pharmacy Strategy A copy of the draft had been sent to members. Geraint provided the background to the document. Jamie suggested that, as a proposed service for community pharmacy, a commissioned ear wax removal service should be given very high priority. There was a discussion about the establishment of “centres of excellence.” Whilst this appears to be a sensible suggestion it could lead to a two-tier system i.e. some pharmacies being able to sign up to provide services whereas others are not given that opportunity; LPCs must guard against patients switching nominations on these grounds. There was a discussion about the IP pathfinder sites. The final version of the document should reference “Phlebotomy services” rather than a specialist pharmacist to request patient blood tests. Raminder commented that the document must reference workforce issues in community pharmacy. Action: Members to email their comments to Geraint no later than 23 July. Action: Greg to check with NECS as to when pharmacies will receive payment of the annual retainers for the stocking of palliative care medicines and anti-viral services. Sami joined the meeting.
LPC/051/2025	CPE update – Sami Hanna The content of this section is recorded in the confidential minutes of the meeting. The update covered the CPE event on 2 July in Chester-Le-Street, a discussion regarding Pharmacy First and CPE polling ahead of its meetings.
LPC/052/2025	Administration Emma fed back on the content of the recent Pharmacy Advisory Group meeting attended by herself and Greg; it covered PCN engagement and ABPMs. LPC members voiced their concerns about the Hypertension Case Finding service in general. Rob advocates removing the ABPM target from PF targets; it is a huge obstacle for some pharmacies. PSNE representatives provided brief feedback from the most recent Board meeting. The PSNE Board had agreed to circulate communications to pharmacies regarding distance selling pharmacies and the provision of the Think Pharmacy First Service. In relation to the Regional LPC, members felt that LPCs in the area should all contribute to a mapping exercise indicating what work their officers/members do on behalf of the LPC. This proposal is in relation to the work Geraint does across the ICB and whether all ICB LPCs should be contributing financially. Action: To be taken to RLPC.
LPC/053/2025	IPA Member – update

	Greg updated members on the situation regarding Jovan and her LPC membership. Jovan is currently on maternity leave and is expected to return to work at Avicenna in September or October 2025. During her leave, she is in the process of becoming a part-owner of an Avicenna branch in Hebburn, it will become an independent contract on completion of the change of ownership. Jovan does not plan to work there herself. Instead, she will continue her employment with Avicenna, but her specific role upon returning is uncertain due to recent changes within the senior management team. While remaining employed by Avicenna, Jovan plans to continue her membership with CPDandS. Her situation was reviewed by CPE, which confirmed that her purchase of a pharmacy outside of the LPC area does not affect her ability to remain an IPA-appointed member of the LPC, for as long as she remains in the employ of Avicenna.
LPC/054/2025	Reports Jamie provided an update on the meetings he has attended and training he has delivered. For example, he had attended a meeting of practice managers in Durham Dales; it had been a very positive meeting. He referenced the joint work he and Andrea have done in Sunderland; Andrea elaborated. Ann, Greg and Geraint had produced reports which had been circulated to members. Geraint provided further information on the content of his report. Raminder asked Geraint to identify CPDandS specific work in future reports. Action: Geraint. Jamie suggested that the process to enable pharmacies to close in emergencies should be simplified. Action: Greg to include the ABPM training video recorded by Pete Horrocks in the next CPDandS newsletter. Geraint reported that Gordon Hockey is looking at where the responsibility to produce PNAs should sit. Market entry – distance selling applications Greg reported that he has recently received three market entry applications, all submitted before the 23 June deadline. PharmOutcomes sublicences Greg reported that CPDandS is currently waiting on a purchase order number from the ICB, Greg has followed up with them twice, most recently on July 8th. Meanwhile, the digital team at Durham County Council (DCC) has raised questions about the content of the IG and Technical specification from Emis. Although Greg provided a more recent version (August 2024), the team still has concerns about the accuracy of the content. Greg forwarded the queries to Optum on July 10th and received a reply on July 14th confirming they are being reviewed. Members noted that DCC is using the platform; it will have to pay the sublicence fee or CPDandS will withdraw the licence. PCN Leads Greg notified the meeting that there are now three lead vacancies across CPDandS. The meeting determined that these should be filled only if candidates approach the LPC. Jamie made the point that there is some really good work

	being done by PCN leads. There was a discussion about who manages the leads; it was noted that Pete Horrocks does have a role with regard to this. A couple of members who are PCN leads stated that they have not been contacted by Pete; nor have they received any direction about the role. MP visits Emma provided an account of the LPC/MP meeting organised by CPE in London. It had been a good meeting; Emma had very positive discussions with some of our local MPs. Annual General Meeting – 18th September 2025 at Bowburn Hall The AGM will be held at Bowburn Hall, beginning at lunchtime with a provided lunch, and is scheduled to run until approximately 5:30 PM. The meeting will be sponsored by Chiesi. For the Annual General Meeting, NeilMed has expressed interest in providing sponsorship. The estimated total cost for both the LPC meeting and the AGM is £2,200.20, based on an attendance of 60 delegates. This amount will be offset by the sponsorship. The AGM will cover the 2024/25 Annual Report and Accounts followed by a session on the New Medicine Service delivered by colleagues from TEWV. Greg will also explore the possibility of including a session on DMS. Action: Greg Jamie left the meeting. Conference of LPC representatives The meeting agreed that Raminder, Paul and Greg should represent the LPC. Action: Greg to complete the registration. 2024/25 Annual Report Members agreed that the format should be the same as the 2023/24 version. Action: Greg
LPC/055/2025	Services Training dates for vaccinations have been set by Intrahealth for September 8, 13, 15, and 27, though Greg has requested an August date to allow for training before the September 1st start of the vaccination program. The cost for this training is £50 per delegate. The sessions will be made available first to pharmacies that submitted an expression of interest and then to all other pharmacies. For BP case finding training, a Durham and Sunderland session is being held at the Ramside on July 21. Regarding SCC Public Health fees, members have previously been notified of an increase. The PH team at SCC has stated that the fee increase will be tied to the management of the Sunderland PH services, with an estimated start date of December 1. The initial contract period is two years with the option to extend for two more, and a contract price of £379,800 excluding VAT. SCC also plans to move to a preferred provider, with the intention that this will be PSNE, the deadline for expressions of interest was July 15. Regarding the proposed LARC service in Sunderland, things have slowed down significantly. Heather Frith is now on maternity leave. Wendy Mitchell has assumed responsibility for rolling out the service. With regards to Durham PH services, Claire Jones has begun work on a 26/27 fee review. The services subgroup outlined the suggested fees submitted to Claire.

	Date of next meeting: Thursday 18th September @ Bowburn Hall. Beginning with the LPC meeting at noon. Followed by the AGM at 19.00