

Minutes of the meeting of Community Pharmacy Durham and Sunderland (CPD&S) held on 18 September 2025 at Bowburn Hall, Durham

**In attendance:**

Emma Morris  
Raminder Sihota  
Paul Arnett  
Joy Cooper  
Jovan Wong  
Jamie Rotherham  
Lee Middleton  
Ian Mensforth  
Rob Pitt  
Geraint Morris  
Greg Burke  
Sami Hanna

**Chiesi Ltd sponsored the subsistence and room hire associated with this meeting.**

<b>LPC/056/2025</b>	Apologies for absence: Derek Roberts, Mukarrom Hussain, Andrea Dickinson and Ann Gunning.
<b>LPC/057/2025</b>	<b>Introduction:</b> Emma introduced the meeting and reminded members of the Nolan Principles and if appropriate, to declare any interests. Emma welcomed back Jovan.
<b>LPC/058/2025</b>	Victoria Perkins delivered a promotional presentation on behalf of Chiesi Ltd. The meeting agreed that it would be appropriate for details of education sessions organised and hosted by Chiesi Ltd to be circulated by the LPC to CPDandS pharmacies.
<b>LPC/059/2025</b>	<b>Minutes from the CPDandS meeting held on 17 July 2025</b> The minutes were accepted as a true and accurate record of the meeting.
<b>LPC/060/2025</b>	<p><b>Action Log</b> The meeting reviewed the action log and updated it appropriately.</p> <p><b>Action: Greg and Paul to liaise to produce a communication to send to pharmacies on the topic of appropriate submission of prescriptions to NHSBSA.</b></p> <p><b>Action: Greg was asked to source a list of Durham pharmacies which submitted annual retainer claims for the stocking of specialist drugs and anti-viral services.</b></p> <p><b>Action: Lee to provide Greg with access to the HR resources provided by Clyde and Co.</b></p> <p><b>Action: Greg to arrange for LPC reps to meet up with Rachel Smith at CDDFT to discuss DMS.</b></p>

	<p>It was recognised that DMS payments are made from the global sum but that also it is an essential service. There was a discussion about what constitutes a DMS referral, there was consensus that, in whatever form it arrives, it must include a minimum data set.</p> <p><b>Action: Greg to remove the action around the opening of an interest bearing bank account.</b></p>
LPC/061/2025	<p><b>Governance</b>  <b>Review of CPDandS policies and procedures</b>  Members had been provided with the appropriate link to the CPDandS website. There were no suggested amendments to any of the policies except to ensure that they all have the current branding, are updated with an appropriate version number, date of approval and review date. <b>Action: Greg</b></p> <p><b>Strategy/workplan.</b>  <b>Action: Governance subgroup to review the updated documents Greg has added <a href="#">to the website</a> and provide feedback to Greg.</b></p> <p><b>Skills matrix</b>  In Andrea's absence it was agreed to defer until the November meeting. <b>Action: Greg</b></p> <p><b>Declaration of interest and members confidentiality forms.</b>  <b>Action: All members to complete using the MS forms links provided by Greg.</b></p>
LPC/062/2025	<p><b>CPE Update – Sami Hanna</b>  Detail recorded in the Confidential minutes.</p>
LPC/063/2025	<p><b>Reports</b>  <b>Jamie</b>  Jamie reported a significant risk: the majority of GP practices are unaware of the new TPP button, which is critical given the impending discontinuation of PharmRefer. This lack of awareness could cause a sharp drop in patient referrals. Jamie's positive meeting with Dr. James Carlton and Hira Singh confirmed their enthusiasm for the TPP button, despite their initial lack of awareness. Jamie's role over the coming months will be crucial for awareness and training on the TPP button. It was suggested that PCN Leads could assist with this workstream.  Separately, Jamie has been invited to attend a Pharmacy Advisory Group (PAG) meeting.  There was a discussion about the “partnership” between Econsult and Healthera.</p> <p>Ann's report had been circulated with the LPC papers. The content was noted.</p> <p>Geraint's report had also been circulated. He added that there is passive resistance to pharmacy first from the practices; the LMC stance is not to make referrals but to signpost. The communications team at the ICB is building a resource to help increase awareness of pharmacy first.</p> <p>With regards to the IP pilot, feedback from patients has been positive.</p>

	<p>There was a discussion about what the new NHS structure may look like.</p> <p>The content of Greg's report was noted.</p>
LPC/064/2025	<p><b>Administration</b></p> <p><b><i>Jamie's role</i></b>  Jamie recused himself for this item.  The committee agreed to extend Jamie's role as Services Coach until March 2026, when it will be formally reviewed. Jamie confirmed satisfaction with this arrangement. To ensure the subsequent review is thorough, members emphasised the critical need for comprehensive activity data to be collected throughout the extension period.</p> <p><b><i>Executive team meeting 28 June</i></b>  Greg had circulated a summary via email.</p> <p><b><i>PSNE Ltd</i></b>  Paul informed the meeting that PSNE Ltd is handling a confidential issue at present and has secured the services of Sintons Ltd to assist. Whatever the outcome, LPCs will not be impacted.</p> <p><b><i>Regional LPC</i></b>  The next meeting is on 2 October in Newcastle.</p> <p><b><i>Market entry</i></b>  Members noted the content of the spreadsheet circulated with the meeting papers.</p> <p><b>A confidential item, pertaining to a current market entry application, was discussed at this point. Details are recorded separately.</b></p> <p><b><i>Foundation pharmacist process</i></b>  <b>Action: Paul and Greg to liaise to compile a communication to express concern about the poor process this year.</b></p> <p><b><i>Annual Report 2024-25</i></b>  Members agreed the content of the report to be submitted to the AGM.</p> <p><b><i>PharmOutcomes sub licences</i></b>  Greg reported the ICB has settled its invoice. Payment from Durham County Council is awaited. <b>Post meeting note: payment was received on 2 October.</b></p> <p><b><i>MP visits</i></b>  Greg reported that six pharmacies have expressed an interest in hosting a visit. <b>Action: Greg to follow up.</b></p> <p><b><i>Engagement event – January 2026</i></b>  Greg briefed members on which stakeholders had expressed an interest in participating. Also, Greg will contact CPDandS pharmacies to ask them to suggest topics. <b>Action: Greg</b></p>

	<p><b>Conference of LPC reps – November 25<sup>th</sup>.</b></p> <p><b>Action: Greg to inform CPE that Raminder can no longer attend. Greg to register Joy as Raminder's replacement.</b></p>
LPC/065/2025	<p><b>Services</b></p> <p><b><i>CGL pharmacy audit</i></b></p> <p><b>Action: Paul and Ann to meet with Laura Jones to discuss the requirement.</b></p> <p><b><i>Annual retainer payments</i></b></p> <p><b>Action: Greg to write to NECS to express disappointment in the delay in payments to pharmacy providers.</b></p>
LPC/066/2025	<p><b>Any other business</b></p> <p><b>Action: Greg to follow up with Sunderland City Council in relation to the reallocation of EOHC funding having in mind the forthcoming launch of the national Pharmacy Contraception Service.</b></p> <p><b>Ian also raised a query regarding the future of the C card and chlamydia screening services.</b></p> <p>The committee discussed a recent letter from NHSE sent to a number of pharmacies regarding alleged incorrect coding of patient pregnancy status. Members noted the letter's poor tone and raised concerns over the accuracy of the content in some cases. Sami provided background on the issue and outlined the steps CPE is taking to address the situation. Raminder confirmed that Boots intends to send a robust formal response to the letters received at some of its branches.</p> <p>Emma reported that in the North East North Cumbria ICB only neighbourhood pilot applications submitted by Stockton and Sunderland were approved.</p> <p>Sami left the meeting.</p> <p>The open session of the meeting closed at this point.</p>
	<p><b>Date of next meeting: Thursday 20<sup>th</sup> November @ Ramside Hall Hotel. Start time: 09.30</b></p>