



COMMITTEE MEETING MINUTES

Thursday 23rd March 2023

12.00pm – 4.00pm

Venue: Holiday Inn, Loake Close, Grange Park. Northampton. NN4 5EZ

LPC MEMBERS PRESENT:

Lakhminder Flora (LF)
Veronica Horne (VH)
Hansa Bi (HB)
Has Modi (HM)
Daljit Poone (DP)
Matthew Armstrong (MA)
Bobby Arora (BA)

OTHERS IN ATTENDANCE:

Anne Marie King – Chief Officer (AMK)
Carolynne Allan - Chair (CA)

APOLOGIES

Rishi Hindocha (RH)
Amrit Minhas – Treasurer (AM)
Adeola Adekunle (AA)
Raju Malde (RM)
Anil Patel (AP)

There were no declarations of interest reported with the agenda.

The committee thanked Hannah Cordell, Paediatric Product Specialist, Nestle Nutrition UK who sponsored the meeting.

Minutes of previous meeting

Minutes of the previous meeting (Thursday 19th January 2023) were reviewed and approved as an accurate reflection of the meeting and action points. CA signed the minutes as Chair.

Reports

Finance

CA presented the report to the committee on behalf of AM (attached). There is currently 5 months' buffer in the account. (£60K)

Contracts committee

AMK presented the report to the committee on behalf of HM. (Attached)

Governance committee

LF did not have a report, however expressed that he is happy with the processes being followed for the merger of Northants MK and Beds LPCs.

Services (Strategy) committee

MA shared the current strategy document. Workstreams are fairly static at the moment due to the uncertainty with the contractual framework going forward.

The committee agreed that we need to hand over the strategy work to the new committee to ensure that knowledge is not lost and important work continued.

MA suggested that the main workstream to look at would be the IP Pathfinder sites.

Funmi Balogum ICS Community Pharmacy Clinical Lead BLMK ICB

Funmi introduced herself and explained her background in community pharmacy and her current role.

Current workstreams around: DMS, CPCS, Hypertension Service, IP Pathfinder Sites.

The committee discussed figures for contractor participation in pharmacy services within BLMK, and it was agreed that we would support pharmacies who were not engaging.

The IP Pathfinder pilot has identified pharmacists who may be able to support with Hypertension, Acne treatment, Infected insect bites and Oral Contraception.

Funmi explained the ongoing work with IT systems. There are 4 pharmacies live with System One, who are engaging well with GP surgeries.

The committee thanked Funmi for attending the face to face meeting, and suggested that she continues to work closely with the LPC and attend future meetings.

Mini Satheesh ICS Community Pharmacy Clinical Lead Northamptonshire ICB

Mini introduced herself and explained her background in hospital pharmacy / CCG, and her current role within the ICB.

Mini discussed the fact that the ICB may engage with, or may drop services depending on funding. She will continue to promote community pharmacy to ensure we are not forgotten.

Current workstreams include: CPCS, Hypertension, Contraception Tier 1 service, Smoking Cessation.

Mini has had 4 pharmacists come forward for the IP Pathfinder Pilot. Proposals for services include Acute Conditions, Hypertension and CVD, Contraception and Menopause.

Engagement in the 'Extended Care Services' for the Midlands region will be encouraged; This includes Tier 1,2 and 3 services. There has not been a great uptake in Northants to offer these services so far.

Mini asked the committee for help with a platform to share good practice for service delivery, and for help with a standard DDA assessment form. The committee agreed that this could form workstreams for the future.

The committee thanked Mini for attending the face to face meeting, and suggested that she continues to work closely with the LPC going forward. We hope that she will be able to attend future meetings.

Update on the merger between Northants MK and Beds LPCs

Update on the special contractor meeting (23rd February 2023)

Votes were counted and showed that contractors were in favour of the merger. AMK updated the committee with the results.

AMK/CA and Coll Michaels (CM)/Gerald Zeidman (GZ) are now communicating regularly to ensure work is completed before the new committee is in place from 1st July 2023.

The TAPR subgroup will now disband (as per PSNC guidance), and will be replaced by a joint governance subgroup comprised of exec officers from both LPCs. Following PSNC guidance, CA as chair set the following proposal to the committee:

Proposal *“To authorise the Officers of Beds and Northamptonshire MK LPCs to meet as a ‘Caretaker Group’ to progress the merger process, facilitate an appropriate handover of administration and make recommendations to the merged committee to allow it to set up its responsibilities and operational activities in a timely manner. Regular updates will be provided during this pre-merger period for the existing committees, and any decisions which The Officers would not usually make having a governance, financial or liability issue will be referred to both committees for their approval’*

The committee members voted and agreed on this proposal. LF offered his support as an interim Vice Chair until 1st July and the committee voted in favour of this. MA offered his support when needed.

At this present time, we are waiting for the updated PSNC toolkit which will aid in the process of the merger process.

AMK confirmed that all major stakeholders have been informed of the merger.

AMK confirmed that she had contacted stakeholders where we hold funds, to confirm that the funds are being held with us. AMK will inform the stakeholders of the exact monies held and note intentions going forward to ensure the money is held and spent appropriately. This information will be passed onto Bedfordshire.

Financial

Paul Fearon (PF) is taking the lead and has all our financial information including the report from today.

AM is happy to continue with Northants MK payroll, preparing accounts etc until July. Workload pressures mean that he is unable to lead with the finance, but will help Paul when necessary.

PF has had discussions with Lloyds bank and it has been suggested that we keep the Bedfordshire account as the main LPC account, which is then re-named for the new LPC. Funds from Northants MK will be transferred over. PF reports that Lloyds Bank requires ‘minuted’ resolutions from both committees and 3 months’ notice to complete this change, because the regular NHS BSA monthly income may arrive under the new LPC name. We must ensure that this process is begun before 31st March or risk banking and payroll difficulties. The committee voted and agreed that this is the best course of action. PF will liaise with Lloyds bank.

It was agreed that we keep our Northants MK bank account open until the AGM, in case financial adjustment is needed.

CA explained that both LPCs need to align reserves, which may mean a payment holiday/increased levy for some contractors. Currently Bedfordshire LPC have an extra £15K in reserve funds. The committee discussed possible options:

- Bedfordshire contractors have a payment holiday to align reserves
- Northants MK increase their payments until the reserve funds are equal

It was agreed that in order to ensure sufficient funds in the account to pay the increased PSNC levy going forward, that Northants MK will have their levy increased in April (or May if this cannot be processed in time). AM will determine the exact figure which is expected to be in the region of £20-£30 per month for 3-4 months. After this time, payments will be adjusted to ensure there is no overall net increase in payments going forward.

AOB
None
Date of next meeting was confirmed as Thursday 25 th May 2023. This will be a virtual meeting.
The meeting was closed at 4pm

Signed



Carolynne Allan (Chair)

Market Entry Report

1.NHS England has received notice that Lloyds Pharmacy Ltd t/a Lloyds Pharmacy (Witan Gate, MK) will cease to provide pharmaceutical services on 23rd July 2023 and will be removed from the pharmaceutical list for the area of Milton Keynes Health and Wellbeing Board with effect from that date.

2.APPLICATION BY JARDINES (UK) LTD FOR A CHANGE OF OWNERSHIP AT THE BROOKE HEALTH CENTRE, SWINNEYFORD ROAD, TOWCESTER, NN12 6HD

The (excepted application) change of ownership application in respect of the pharmacy at The Brooke Health Centre, Swinneyford Road, Towcester. Has been considered and has been approved. (27.2.23)

3.APPLICATION BY JARDINES (UK) LTD FOR A CHANGE OF OWNERSHIP AT 15 THE SQUARE, WOLVERTON, MILTON KEYNES, MK12 5DG

The change of ownership application in respect of the pharmacy at 15 The Square, Wolverton, Milton Keynes (excepted application) has been considered and has been approved . (27.2.23)

4.APPLICATION BY KALKI HEALTH LTD FOR A CHANGE OF OWNERSHIP AT 170 PARK AVENUE NORTH, NORTHAMPTON, NN3 2HZ (previously Lloyds)

The change of ownership application in respect of the pharmacy at 170 Park Avenue North, Northampton as an excepted application this has been considered and has been approved (2.3.23)

5.RE: APPLICATION BY HEALTH CORNER LIMITED FOR A CHANGE OF OWNERSHIP AT 315-317 WELLINGBOROUGH ROAD, NORTHAMPTON, NN1 4EW

The change of ownership application in respect of the (Lloyds) pharmacy at 315-317 Wellingborough Road, Northampton has been considered and has been approved

6.APPLICATION BY JARDINES (UK) LTD FOR A CHANGE OF OWNERSHIP AT 2 KINGFISHER CENTRE, ELTHORNE WAY, NEWPORT PAGNELL, MK16 0JR

The change of ownership application in respect of the pharmacy at 2 Kingfisher Centre, Elthorne Way, Newport Pagnell has been considered and has been approved.

7.Jardines NSCL...No significant change relocation to Unit 1, Winterhill House, Snowdon Drive, Milton Keynes, MK6 1AP by Jardines (U.K.) Ltd

NHS England has considered the above application and confirm that it has been granted.

8.APPLICATION BY JARDINES (UK) LTD FOR A CHANGE OF OWNERSHIP (was Lloyds) AT 108 WATLING STREET, TOWCESTER, NN12 6BT accepted

9.APPLICATION BY HEALTH CORNER LTD FOR A CHANGE OF OWNERSHIP AT 1 BROOK STREET, RAUNDS, WELLINGBOROUGH, NN9 6LL accepted. Previously Lloyds

Treasurers Report

Treasurer Report for January February 2023			
INCOMINGS			
	January	£ 13,999.98	
	February	£ 14,000.01	
	Levys Total	£ 27,999.99	
TOTAL IN THE ACCOUNT AS OF		01/01/2023	£ 297,856.29
TOTAL INS			£ 27,999.99
TOTAL			£ 325,856.28
TOTAL OUTS			£ 22,927.09
			£ 302,929.19
TOTAL AS OF		14/03/2013	£ 342,461.97
		TOTAL LPC FUNDS	£ 59,752.10
Project Money Held			
£ 6,785.43	<i>Pharmacy Integration fund</i>		
£ 6,000.00	<i>MK council</i>		
£18,994.00	<i>Northamptonshire council</i>	<i>£ 8,467.34 + £10,526.66</i>	
£115,749.99	<i>Nottinghamshire LPC</i>		
£135,180.45	<i>NHS Northamptonshire</i>		
£ 59,752.10			
	Monthly running cost £12000		
	Therefore currently 5 month buffer		