

MINUTES OF COMMUNITY PHARMACY DERBYSHIRE COMMITTEE MEETING

held on Thursday 20th November 2025

Peak Pharmacy HQ, Supermilk Lane, Poitover, S44 6AE

MEMBER	CATEGORY	21.01.25	18.03.25	20.05.25	15.07.25	16.09.25	20.11.25
Ben Eaton (BE) Chair	AIMp / IPA	A	✓	✓	✓	✓	✓
David Holmes (DH) Vice-chair	CCA	✓	✓	✓	✓	✓	✓
Darryl Dethick (DD) Treasurer	AIMp / IPA	✓	✓	✓	✓	✓	✓
David Evans (DE)	AIMp / IPA	Y part	Y	A	A	✓ Part	✓ Part
Justin Gilbody	AIMp / IPA	✓	✓	✓	✓ Part	✓	A
Nitin Lakhani (NL)	Independent	✓	✓	A	✓	✓	A
Matthew Hind (MH)	Independent	✓	✓	✓	✓	✓	✓
Lindsey Fairbrother (LF)	Independent	A only for agenda item	✓	✓	✓	A	A
Yasir Pirmohamed (YP)	Independent	✓	✓	✓	✓	✓	✓
Andrea Smith (AS)	AIMp / IPA	✓	✓	✓	✓	✓	✓
Amanda Kelly (AK)	CCA	✓	✓	A	✓ Part	✓	✓
Khuram Ahmad (KA)	CCA	✓	A	✓	✓	✓	✓
Nick Hunter (NH), Chief Officer	Officer	✓	✓	✓	A	✓	✓
Amanda Alamanos (AA) Engagement Lead	Officer	✓	✓	✓	✓	✓	✓
Chris Kerry (CK) Services Lead	Officer	✓	✓	✓	✓	A	✓
Alison Ellis (AE) Business Support Officer	Minutes	✓	✓	✓	✓	✓	✓

✓ Present / A Apologies for absence / Absent X / R Resigned/ S sick/ N/A Not applicable * Member unable to attend all or part of meeting due to attendance at a meeting elsewhere on behalf of the LPC on the same day.

	<p>Welcome/Apologies/Introductions/Announcements Attended Paula Whitehurst, Community Pharmacy Integration Programme Manager, ICB (PW)</p>
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		<ul style="list-style-type: none"> * Rachel Coulton, Sexual Health Team, Derbyshire Community Health Services NHS Foundation Trust * Kelly Wood, Sexual Health Team, Derbyshire Community Health Services NHS Foundation Trust * Shazia Patel, Community Pharmacy Clinical Lead, NHS Derby and Derbyshire ICB <p>Apologies for absence</p> <ul style="list-style-type: none"> * Nitin Lakhani, LPC member * Lindsey Fairbrother, LPC member and Regional Representative for CPE * Kirsten Atkinson, Priest & Co (KA) * Dr. Ben Milton (unfortunately no longer able to attend due to changing work schedule) * Andrew Mott, NHS Derby and Derbyshire ICB * Ravi Mohan, NHS Derby and Derbyshire ICB (RM) * Steve Hulme, Chief Pharmacist, NHS Derby and Derbyshire ICB (SH) * Abigail Stott Marshall, Healthwatch Derbyshire (ASM) * Helen Henderson, Healthwatch Derbyshire (HH) – apologies received on the day * Lysa Hasler, Contracts Manager, EMPCT (Teams) – apologies received after the meeting * <i>Justin Gilbody, LPC</i>
		GOVERNANCE
1	1.1	<ul style="list-style-type: none"> * <u>Declarations of interest – any changes let AE know</u> <p>Nothing raised</p> <ul style="list-style-type: none"> * <u>Competition Law check re agenda items</u> <p>BE went through the agenda and nothing to raise</p> <ul style="list-style-type: none"> * <u>Governance committee update</u> <p>No further update</p> <ul style="list-style-type: none"> * <u>Governance documents – review and sign off</u> <ul style="list-style-type: none"> * Risk Register <p>Governance subcommittee need to go through – bring back to the Jan 2026 meeting</p> <ul style="list-style-type: none"> * Finance self-assessment <p>DD has completed most – few gaps because do not have documents rather than that don't do. Section on financial crime and abuse.</p>
	1.2	<p><u>Approval of minutes from 16th September 2025</u></p> <p>The minutes were agreed as a true and accurate record of the meeting held on 16th September 2025 and were signed by DH at the end of the meeting.</p>
	1.3	<p>Matters arising from previous meeting on 16th September 2025 (not on the agenda)</p> <ul style="list-style-type: none"> * <u>Action tracker</u> <p>16 – bank account access - Sent through latest documents they asked for and not heard back from Lloyds – been emailing and there is no complaints contact on the website to use either. If change banks this may be even more of a problem as would have to recognise LPC as a committee.</p>

	<p>59 - MPs – send BE the template letter to send to his MP. Linsey Farnsworth pharmacy visit is being organised.</p> <p>84 - Self assessment – reviewing at the meeting</p> <p>85 - Finance guide – read through and cover everything – only thing was doing a zero-based budget</p> <p>86 - Extended care funding – wasn't put on the agenda as was no update but picked up in AOB – other LPCs in East Midlands have decided that it is not worth the time trying to get the info as don't think this will be fruitful and will not get the money back. FOI is not the best way</p> <p>90 - LARCs – complete – Derby City Council do not wish to do as DCHS have block contract and have enough cover. Met with Helen in County and interested regarding screening – sent through examples of services from CPE. In progress.</p>
	<p><u>Contract applications</u></p> <p>2.1.1 Application for Distance Selling Pharmacy By: Anthus Pharma Ltd At: 12 Toton Close, Unit E2, NG10 3TP Restarted – closing date 22.11.25</p> <p>Acknowledged and restarted the process Since commenting found more errors</p> <ul style="list-style-type: none"> - the SOP is for a standard pharmacy. Mention briefly about using City Sprint and the whole of England but the SOP doesn't and makes reference to local service. - Fridge line SOP is the same - Not all interested parties have been emailed. <p>Some DSP applications are starting to be refused – on the basis of evidence around supplying the whole of England. Send through previous comments and include the further errors that have been noticed.</p> <p><u>Decisions</u></p> <p>2.2.1 Application offering unforeseen benefits By: Prescription Hub Ltd At: Breckland Road, Chesterfield, S40 Refused</p> <p><u>Responses received</u></p> <p>2.3.1 Application for Distance Selling Pharmacy By: Meds Direct Ltd At: Unit 37 Derwent Business Centre, Clarke Street, Derby, DE1 2BU Nothing received yet</p> <p><u>Litigation</u></p> <p>2.4.1 Application offering unforeseen benefits By: Henmore Health Limited At The Green, Brailsford, Derby, DE6 3BX Refused after appeal</p> <p>2.4.2 Application offering unforeseen benefits By: Prescription Hub Ltd At: Breckland Rd, Chesterfield, S40 3DD, S40 3LJ</p>

		<p>Closing date for comments – 7th December 2025</p> <p>Declaration : Peak (DD)</p> <p>CK has been and walked the area and distance to the nearest pharmacies from the proposed site - was not a long walk and there was a pedestrian cut through from the housing estate which is paved and has lighting. PNA has not highlighted a need and no patient complaints.</p> <p><u>Amendments to contractor list</u> Nothing received</p> <p><u>Amendment to hours</u> Nothing received</p>
3		<p>Finance and Audit</p>
		<p><u>Budget and spend update – September / October 2025</u></p> <p>Acc 1 – have more than 6 months reserves in account. £143,000 – includes the CPE levy for 6 months. Good place and on track for being below budget for 2025/26</p> <p>Acc 2 – still have £54,700 in account but only have £8,000 that is not under specific MOUs to spend on salaries. Now using the contractor levy to pay salaries. In the MOUs we are agreeing now it is stated that after a certain period of time any remaining funding can be used for other areas that benefits all contractors.</p> <p><u>Bank authorisation update</u> Employment Allowance - DD has on his to do list – deadline is March 2026 PharmOutcomes licence - Derbyshire County had sent through that they were happy to continue with the agreement as coming up to renewal of the contract. ICO update – due January 2026 – queried if need to go up a band – renewal notice will explain which tier in – increase to £55.</p> <p><u>Finance audit committee – January</u></p> <ul style="list-style-type: none"> - Budget - Finance assessment review and guide <p>Action: AE to look at dates for finance audit committee to meet in January before the committee meeting and also set a date for May 2026 to go through final accounts for year end 2025/26.</p>
4		<p>CPE update</p>
	4.1	<p>Lindsey Fairbrother, CPE Regional Representative</p> <ul style="list-style-type: none"> • <u>CPE update after September committee meeting</u> <p>LF sent through presentation to run through as on annual leave for the meeting.</p> <p><u>Margin</u> Will be some clawback as earning quite a lot over budget. NH will try to discuss the funding gap with Linsey Farnsworth MP on pharmacy visit.</p>

		<p>There is some that think that the funding increase that received this year has been enough to help pharmacies but in reality, the evidence from economic review proves that needed double the amount community pharmacy is currently funded just to stabilise the sector. Most pharmacy companies have made a loss in the accounts published in the last year.</p> <p><u>Audit and risk</u> CPE have new KPIs and think there will be some for LPCs too – increase efficiency.</p> <p>Regional events again – June 2026. Good event last year – independents have since set up a WhatsApp group – useful to help each other.</p> <p><u>Negotiations</u> Not started yet</p> <p><u>Committee composition</u> - IPA have two members that have been co-opted - One independent member from LPCs AGM will have constitutional changes that need to be agreed by contractors.</p> <p><u>Neighbourhood health</u> Not sure what is happening in Derbyshire just yet.</p> <p><u>New members of team at CPE</u> Becky Butterworth is now LPC Engagement and Support Manager – will be attending the LPC meeting in January 2026. Dr James Davies – leading on research.</p> <p><u>Levy setting</u> Hopefully will hear for 2026/27 at the conference on 25.11.25</p> <p><u>Webinars</u> More contractor learning webinars and podcasts around services – current ones planned are on LARC and neighbourhood.</p>
6		<p><u>Reports</u></p>
	6.1	<p><u>Chairs update</u></p> <p>Need a volunteer for neighbourhood meetings – both BE and AS do not have the time to attend at the moment. Group is around pharmacy leadership to help ICB and also to ensure that not left out of the discussions - YP agreed that he would attend – BE will send through invites to YP.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: BE to send through the neighbourhood meeting invite to YP who is now attending for the LPC.</p> </div> <p><u>Chief Officer update</u></p>

Shazia Patel is wishing to do some work around CP Leadership champions – the ICB will go out to pharmacies and help support and get delivery of services increased. Do not feel there is enough money available to be able to work.

Organised a task and finish for next week – what are the needs?
Need to know what the end goal and benefit is of the process.

Bank Holiday

Spent a lot of time on this. Still not received a list for Christmas / New Year – from experience there will be issues and errors that will need to be sorted.

Putting some methodology to the rota – EMPCT are attending the LPC meeting today to discuss the process.

Some members felt that the same pharmacies are asked to open every bank holiday and this is why there are so many appeals. Some areas don't have many pharmacies but need to have some agreement by speaking to them before directing. The request for volunteers is supposed to overcome this, but only works if there are volunteers.

LPC don't see the lists before the meetings which is not helpful.

Communications need to be linked to head offices not just the individual pharmacies.

Going to be tightening up on service provision during bank holidays

5.3

Engagement Lead update

- * Meetings attended report – for information

Nursery / CP project meeting

- Flu vaccines – LA sending information to nurseries about local pharmacies and then liaise with each other to organise them to go out to the nursery to give vaccine.
- Bolsover – none signed up to provide the 2-3 vaccine
- EOI – being sent wider – put on PharmOutcomes and emailed
- 13% compared to 26% re school vaccines – push back and highlighted that risk and maybe able to get something commissioned locally.

Freshers fayres

Attended 11 altogether between AA and CK. Went very well. Need to review if would do all the fayres next time. Were supported by Paula Whitehurst and the sexual health team.

- * Contractor event – 18th Jan 2026

CPPE training ?? is there anything else that can do?

Notts have said that they did not think there was enough to discuss in January – maybe move to March so that have updates.

Agreed that if do not have enough content / topics to have an engaging event then should not run it.

Focus groups will be asking about how the LPC engage with them.

Maybe do some evening / lunch webinars.

Strategy states 3 events – all agreed to doing webinars rather than face to face event.

- * Extended Care Funding update

Discussed earlier in the meeting – not pursuing any further.

5.4

Services update

- * Services data pack

Check the registrations and if they de-register offer some support.

Higher than national percentage sign up.

	<p>Visits and phone calls have slowed down since September as busy with flu service. Increased contact from the new contractors which is good. Events – good opportunity to share CP service details with other organisations and public.</p> <p><u>Other workstreams (see notes)</u></p> <ul style="list-style-type: none"> - Review data - Published good news story and this has been added to website. Getting more of these from pharmacies with some encouragement - Managing CPAF questionnaires and Bank Holiday queries - Link in with Paula. <p><u>DMS</u></p> <ul style="list-style-type: none"> - Flagging to pharmacies that they are not completing referrals - Chris will be focusing on when speaking to them - UHD data only at the moment - UHDB have implemented over all wards so cannot increase. <p><u>Childhood flu</u></p> <ul style="list-style-type: none"> - 77 signed up and 57 delivered - All GP's providing – 8199 vaccines - 12000 unvaccinated - Targeted interventions in nurseries being discussed - If can expand to school aged children there is a big opportunity for covering as there are a lot that have missed there sessions - More will sign up to the 2-3 next year now know what the service is and given more time to get ready - Vaccine supply is ok still - National Booking service has helped increase uptake - Higher rate of flu outbreaks and deaths in care homes – due to later start date of vaccine – potential evidence to move back to 1st Sept next year <p>Graham Hood, NHSE Midlands vaccination lead has identified that there is a gap of involving pharmacy in discussions.</p> <p><u>Data</u> Received September and October 2025 Still struggling with getting GP referrals. Data on money available compared to what is being achieved in October. This was completed across the Midlands for MAPCOG and AA has done for the larger pharmacies in Derbyshire and will do for all contractors to help with where focus time to support. EHC - 43 consultations in Derby City and Derbyshire. Still some not providing any consultation BPs - Conversion rate should be 10.6 national - Looking at 8 but Derbyshire is at 7%.</p> <p>5.5 <u>Communications update</u> More visible now with other organisations and then others in pharmacy have said that they have noticed the LinkedIn posts etc</p>
6	OPEN MEETING

6.1

Rachel Coulton and Kelly Wood, Sexual Health Team, Derbyshire Community Health Services NHS Foundation Trust

RC and KW attended to discuss how community pharmacy and sexual health can work together better, especially in light of the expansion of the PCS to include EHC. Acknowledged that AA's involvement in SHA and attending other associated meeting, has boosted understanding of the CP offer. Discussion about utilising the LCS EHC funding on screening services across Derby City and Derbyshire. AA agreed to share information that had been shared with commissioners about service examples from other areas. General discussion about promoting sexual health services within community pharmacy and taking up the offer of training that is available free of charge.

Derbyshire Integrated Sexual Health Services Community Action Fund 2026

Funding opportunity for community projects in Derby and Derbyshire. Derbyshire Integrated Sexual Health Services (ISHS) is offering funding to organisations and groups that work with communities most vulnerable to poor sexual health outcomes. Agreed to share this with contractors via newsletter. **Action: AA/AE to include in next newsletter.**

Paula Whitehurst, NHS Derby and Derbyshire ICB

- IP Pathfinder

Numbers are increasing monthly – 298 October – 1996 total.

Lipid pathway – training is going ahead now – all 4 sites.

Locally will be commissioned up to March 2026 by the ICB. Awaiting confirmation Will be sending out revised SLAs for the service from Jan – March 2026 and also Lipid pathway.

Survey answers from patients attended and treated under pathfinder

- Came in for minor illness
- Most given medication
- Rated the service as excellent and good feedback given
- Walk in and referrals
- Sessional basis so have set times days but sites have been quite flexible and see patients when they attend.
- 34 said would have gone to GP and 3 said would go to walk in centre with 1 going to A&E instead.

Fairshare allocation for PF clinical pathways – underutilising the service – not claiming the amount of money that DofH feel that should be.

Contraceptive – doing above the predicted target.

Been into schools and attended events recently – raising awareness of the service and leaving leaflets at libraries, police and fire service, community organisations. Asked Samaritans to have on the signpost list for health.

POMS

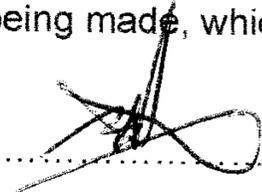
	<p>Opioid addiction. Over the counter analgesics increasing – Asked if can get some information on how can pick up those people that are purchasing more regularly and if from more than one pharmacy. Pharmacies would report through the Controlled Drug reporting. Each individual pharmacy will have flags for certain people purchasing but cannot stop them going through to other pharmacies if refused etc. Think that if abusing painkillers then would purchase online as easier now. Paula to speak with Sam Travis as CAO.</p> <p>Job vacancies Joined up careers Derbyshire – hosts different organisations</p> <ul style="list-style-type: none"> - Would pharmacies wish to be included on this? - Think that they need to match salaries to Agenda for Change as will be on NHS jobs <p>Paula said would check.</p> <p>Shazia update</p> <p>Vaccinations – patient complaints about environment and technique</p> <p>LASA errors</p> <p>EPS nominations – if have concerns then get patient consent so ICB can look into and obtain info from NHSBSA.</p> <p>NHS111 – emergency supply – not a direction to supply.</p> <p>PF - Otoscope use – ensure have the training to use especially locums. Also missing red flags (Quincy)</p> <p>Safeguarding concerns – don't get anything from pharmacy – complexity of the reporting is a deterrent – not a requirement to go back and report. Do report but don't hear anything back afterwards at a pharmacy.</p> <p>Share top tips for urgent med supply – newsletter item.</p> <p>Dave Briggs is now the medical director for the cluster</p> <p>Voluntary redundancies from December 2025.</p>
7	National and Regional updates
7.1	<p>NHSE National/Regional</p> <ul style="list-style-type: none"> • <u>Bank Holiday update and discussion before open meeting</u> Discussed already • Midlands Regional Pharmacy First Oversight Group Monday 24.11.25 • <u>East Midlands Primary Care Team meeting</u> <p>Agenda items that LPCs submitted were not added to the agenda and so this was raised in AOB. Reason was that there was no update so didn't add.</p> <ul style="list-style-type: none"> • <u>East Midlands Community Pharmacy Strategy</u> Been circulated – was only sent to Lincolnshire LPC first and then they forwarded to other LPCs. Haven't officially received from Shazia. • <u>NHS Medium Term Planning Framework</u>

		<p>No money – ICBs have a list of actions to complete – IP Pathfinders, neighbourhoods, etc.</p> <p>Dave Briggs – Medical Director for Derbyshire / Lincolnshire / Nottinghamshire cluster - AE to Invite to CPD meeting for an update. Waiting on chief pharmacist role and meds management to be agreed. Phase 2 and 3 have now been brought forward from next financial year and needs to be completed by 31st March 2026.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Action: AE to invite DR Dave Briggs to CPD committee meeting as cluster Medical Director.</p> </div>
7.2	CPE	<ul style="list-style-type: none"> * <u>CPE events</u> LPC conference 25th November 2025 in London – NH, AA, BE and DH attending * <u>CPE regional event – 10th June 2026</u> * <u>CPE newsletters received (link to CPE website) - Newsletter archive - Community Pharmacy England (cpe.org.uk)</u> * <u>CPE audit results</u> Nothing received
7.3	Derbyshire ICB	<ul style="list-style-type: none"> * Medicines Optimisation Regionwide Advisory Group Not been meeting * Derbyshire Primary Care Providers meeting Informal meeting – raised Barrow Hill * Integrated neighbourhoods – need member to represent YP agreed to attend and BE will send through meeting details * <u>LPN funding 2025/26</u> Nothing further to report.
7.4	Public Health	<ul style="list-style-type: none"> * EHC Decommissioning and funding – discussion needed * <u>Pharmaceutical Needs Assessment update</u> Been issued and on the council website
7.5	East Midlands exec team	<ul style="list-style-type: none"> * Meeting held 13th November 2025 Items covered in the previous agenda items.
		OPEN MEETING- chaired by DH
8	8.1	<ul style="list-style-type: none"> * Lysa Hasler, Contracts Manager, EMPCT (Teams) * Revised Bank Holiday Direction Methodology Rota

		<p>Did not attend</p> <p>Helon Henderson, CEO, Healthwatch Derbyshire</p> <p>Apologies sent</p>
9		<p>CCA / NPA</p>
	9.1	<p>CCA Questions Quarter 4</p> <p>Been sent through and NH / AA will answer and review again at Jan meeting</p> <p>CCA matters newsletter – September 2025</p>
		<p>NPA connect newsletter – nothing received</p>
10		<p>DEVELOPMENT SESSION</p> <p><u>Review deliverables for 2025/26</u></p> <p>WhatsApp – AA still needs to look at this – need a mobile number to use for the business account.</p> <p>Discussed face to face event – moving to webinars for next few months.</p> <p>MP engagement – send letter out regarding Pharmacy First and offer pharmacy visits.</p> <p>Use independent contractors WhatsApp for sending important information or for asking questions.</p> <p>Newsletter – NH will send link to the independent WhatsApp group when published each month.</p> <p>Healthwatch – not had has much contact since announcement re decommissioning.</p> <p>Continuing to use the PNA working group – use for anything pharmaceutical including contract applications.</p> <p>Derbyshire not part of the first wave of neighbourhoods (NNHIP)</p> <p>Notts / Lincs – more involved in primary care rather than just meds management – think that Derbys will fit into Notts / Lincs working.</p> <p>PNA – complete.</p> <p>CPAF – changes now been implemented.</p> <p>PharmOutcomes – completed.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Action: Reminder on email before meeting for leads to update the strategy deliverables document - AE</p> </div>
	10.7	<p>Knowledge Sharing</p> <p>5 minutes to talk about job role and what expertise / interest you have.</p> <p>YP and AK gave a 5 minute talk on their background into community pharmacy, job roles and also around family life and hobbies. – this was recorded for KA as not present at the meeting for use on LinkedIn profile posts.</p> <p>Next meeting it will be JG and DD.</p>
11		<p>AOB</p>
		<p>Nothing raised</p>
12		<p>Next Meeting</p>

		<ul style="list-style-type: none"> 20th January 2026, Peak Pharmacy, Buttermilk Lane, Bolsover, Chesterfield, S44 6AE 10am - 4pm
13.		Close

These minutes are signed as being a true record of the meeting, subject to any necessary amendments being made, which will, if any, be recorded in the following meeting's minutes.

Signed:  Position:CHAIR.....

Date: 20/1/26