Community Pharmacy Derbyshire

MINUTES OF COMMUNITY PHARMACY DERBYSHIRE COMMITTEE MEETING

held on Tuesday 14th July 2026

Peak Pharmacy HQ, Buttermilk Lane, Bolsover, S44 6AE

MEMBER	CATEGORY	16.09.25	20.11.25	20.01.26	17.03.26	19.05.26	14.07.26
Ben Eaton (BE) Chair	AIMp / IPA	✓	✓	✓	✓	✓	✓
David Holmes (DH) Vice-chair	CCA	✓	✓	✓	✓	✓	✓
Darryl Dethick (DD) Treasurer	AIMp / IPA	✓	✓	✓	✓	✓	✓
David Evans (DE)	AIMp / IPA	✓ Part	✓ Part	✓	✓ Part	A	✓
Justin Gilbody	AIMp / IPA	✓	A	✓	✓ Part	✓	✓ Part
Nitin Lakhani (NL)	Independent	✓	A	A	✓	✓	✓ Part
Matthew Hind (MH)	Independent	✓	✓	✓ Part	✓	✓	✓
Lindsey Fairbrother (LF)	Independent	A	A	✓	✓	R	N/A
Yasir Pirmohamed (YP)	Independent	✓	✓	✓	✓	✓	✓
Tarndeep Vaid	Independent	N/A	N/A	N/A	N/A	N/A	✓
Andrea Smith (AS)	AIMp / IPA	✓	✓	R	✓	✓	✓
Amanda Kelly (AK)	CCA	✓	✓	✓	✓	✓	✓ Part
Khuram Ahmad (KA)	CCA	✓	✓	✓	✓	A	✓
Nick Hunter (NH), Chief Officer	Officer	✓	✓	✓	✓	✓	A
Amanda Alamanos (AA) Engagement Lead	Officer	✓	✓	✓	✓	✓	✓
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.

		Welcome/Apologies/Introductions/Announcements Attended ▫ Kirsten Atkinson, Priest & Co (KA) ▫ Rahul Sharda, CPE Regional Representative (Teams)

		▪ Finn McCaul, CPE Regional Representative – supporting Rahul. ▪ Jo Nethercott, Marie Curie (Teams) ▪ Stacey Hyndman, Marie Curie (Teams) ▪ Ravi Mohan, Head of Pharmacy – Commissioning Outcomes, NHS Derby and Derbyshire ICB ▪ Sally Clarke, NHS Derby and Derbyshire ICB ▪ Liz Jackson, LOC Apologies for absence ▪ Dr Lakhvinder Dhamrait, LMC ▪ Steve Hulme, Chief Pharmacist, NHS Derby and Derbyshire ICB (SH) ▪ Shazia Patel, Community Pharmacy Clinical Lead, NHS Derby and Derbyshire ICB ▪ Dr Andrew Mott, Derbyshire GPPB ▪ Sarah Thorpe, NHS Derby and Derbyshire ICB (Teams) ▪ Rebecca Johnson, Healthwatch Derby ▪ Abi Stott-Marshall, Healthwatch Derbyshire ▪ Justin Gilbody (pm) ▪ Nitin Lakhani (pm) ▪ Nick Hunter Welcome to Tarndeep Vaid who is the new independent member representing Medicine Stop Pharmacy, Alfreton
		GOVERNANCE
1	1.1	▪ Declarations of interest ○ New declarations need to be completed ▪ DE – received ▪ Competition Law check re agenda items Nothing raised ▪ CPE model constitution changes and approval at AGM if committee agrees to adopt changes. Members were asked if they had any questions on the proposed constitution - all agreed to adopt the constitution and will call a SGM at the same time as the AGM. Election process – Final contractor list for elections will be sent through to LPCs by CPE and then will need to cross reference with own list. Then send through a list to IPA of the pharmacies that the LPC believe to be IPA for them to check and confirm.
	1.2	Approval of minutes from 19th May 2026 The minutes were agreed as a true and accurate record of the meeting held on 19th May 2026 and BE will sign and then AE to add to the website.

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	1.3	Matters arising from previous meeting on 17th March 2026 (not on the agenda) ▪ **Action tracker** Committee meeting actions **107 - DMS issues –** AA has taken on the DMS meetings temporarily due to the ICB management of change to ensure that the meetings continue. **110 – Prescription for success template letter -** this has been sent to Healthwatch and ICB – not MPs yet. – AE to send. **111 - Monthly drop in's and ask for members to volunteer to help and create a rota** – this has not been organised yet – wait until after the summer holidays. **112 - One page document with members details using the profile pieces that have been included on LinkedIn and the website** – this has not been completed yet
	1.4	SUB-COMMITTEE MEETINGS
		▪ Sub-committees Meet for 30 minutes – include discussion on the below governance documents **Finance – DD, KA, MH, AS, AE** - Review Expense policy Updated the mileage to HMRC suggested 55p – changed the rate and signed off. - Review Terms of Reference Finance & Audit Committee Updated meeting schedule to 6 times a year as meet within the committee meetings now. Also changed reference from PSNC to CPE. Also discussed trying to do an event / carnivals – where advertise pharmacy services. Local knowledge needs to be collated re festivals etc and then get local pharmacy engagement. **Governance – NH, AK, DE, YP + TV** - Terms of Reference Governance Committee Group went through the TOR and all agreed that no changes were needed. Agreed that it should be a spokesperson rather than Chair. TV agreed to be on the governance subcommittee. **Communication – AA, NL, JG, Kirsten A,** - Terms of Reference Communications committee Discussed Freshers fayre's – promoting Meningitis B, PF and PCS services – 3 days – 15-17th September 2026. Purchase of key fobs with QR code for PF website – AE to look into purchasing these. See if can get cover for the 15th September – ask Chris Kerry if she can cover with support from committee member.

		Derby, Chesterfield and Buxton College too. All agreed that can fund for time to cover the events. Create Flyers and Banner with Men B QR code – AE to create and get quotes Video for social care staff re flu vaccine – NL working with council. Flu contracts being carried on for 2026/27 but still have two different methods. MPs – drafted letters for having Flu jab in pharmacy Radio Ikhlas – Agreed to us having a monthly slot. They Asked for donation of £150 a month for having a pharmacy slot. JG has a contact with Spire FM – will ask if can have a slot. Talk about vaccinations in the sessions as reminders – AA will talk to Lewis Talbot about access funding from the ICB to support costs. **Committee happy to pay for the Radio Ikhlas monthly slot** Men B – comms have gone out to schools, 6th forms directly from Council Muslim radio – focus would be on child flu nasal vaccine. All happy to carry on with this work. **Action: AE to create flyers and banners with Men B vaccine and QR code to the booking site. Also to source some key fobs with PF website QR code to add to the sperm keyrings,** **Action: JG to speak to contact at Spire FM re radio slot** **Action: KAtkinson to contact Radio Ikhlas to organise the monthly radio slot.** **Action: AA to contact Chris Kerry and ask if she is able to support the LPC with Fresher Fayres in September 2026.**
		Governance documents – review and sign off Expense Policy All agreed to the changes suggested by the finance subcommittee. LPC Skills Matrix Sign off in September when received all members completed forms.
2	2.1	Contract applications 2.1.1 Application for consolidation By: Wellfield Buxton Ltd and Elmpharm Ltd Staying: 2 Temple Road, Buxton, Derbyshire, SK17 9BZ Closing: 7 Burlington Road, Buxton, Derbyshire, SK17 9AY **Closing date for response: 18th July 2026**

		Response: As long as providing the same services from the site then the LPC support the application It will happen anyway as the surgery is closed.
	2.2	Decisions 2.2.1 Application for relocation By: United Healthcare 4U Ltd From: 28 Maises Way, South Normanton, DE55 2DS To: Unit 15 Calverton Bus Park, Hoyle Road, Calverton, NG14 6QL **Withdrawn application**
	2.3	Responses received Nothing received
	2.4	Litigation 2.4.1 Application for distance selling pharmacy SHA By: The Castleward Clinics Ltd At: Unit 3 St Peters Mall, Derby, DE1 2NR **Refused 15.06.26** 2.4.2 Application for Distance Selling Pharmacy SHA By: Anthus Pharma Ltd At: 12 Toton Close, Unit E2, NG10 3TP **Approved 05.06.26** 2.4.3 Application for Distance Selling Pharmacy - SHA By: Meds Direct Ltd At: Unit 37 Derwent Business Centre, Clarke St, Derby, DE1 2BU **Approved 28.05.26** 2.4.4 SHA 26991 – application for consolidation Application for a consolidation By: PCT Healthcare Ltd Staying: 9-11 Patchwork Row, Shirebrook, NG20 8AL Closing: 18 Main Street, Shirebrook, NG20 8DG **Awaiting decision** Declaration of interest: DD, JG, AS (Peak) Technicality error from PCSE re hours – read wrong. So needed to go through the appeal process. Should have been approved. HWB should produce a supplementary statement.

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	2.5	Amendments to contractor list **Nothing received**
	2.6	Amendment to hours 2.6.1 Change to supplementary hours By: PCT Healthcare Ltd T/A Peak Pharmacy At: 40 Nottingham Road, Ilkeston, Derbyshire **Approved 27.05.26 change from 29.06.26**

Please note a change of supplementary hours

From:	To:
Monday 13:30-14:00, 18:00-18:30	Monday 13:30-14:00
Tuesday 13:30-14:00, 18:00-18:30	Tuesday 13:30-14:00
Wednesday 13:30-14:00, 18:00-18:30	Wednesday 13:30-14:00
Thursday 13:30-14:00, 18:00-18:30	Thursday 13:30-14:00
Friday 13:30-14:00	Friday 13:30-14:00
Saturday 09:00-12:00	Saturday 09:00-12:00
Sunday Closed	Sunday Closed

Total opening hours with effect from 29th May 2026 (Core & Supplementary hours)

Monday 09:00 - 18:00
Tuesday 09:00 - 18:00
Wednesday 09:00 - 18:00
Thursday 09:00 - 18:00
Friday 13:30-14:00
Saturday 09:00-12:00
Sunday Closed

3		**Finance and Audit**
	3.1	* Final Accounts 2025/26 and annual report All reports have been completed – sent to Cooper Parry for accounts to be added. Need to have back asap so that can be ready to send out with AGM notification and DD on annual leave from 5th August 2026. Send through to members for agreement for vote by contractors at the AGM – this will need to go out by 15th August. **Action: DD/AE to send through the final annual report with accounts included to members for agreement before 15th August 2026.**
	3.2	* Budget and spend update – May / June 2026 Account 1 (Main) - £130,679.15 Account 2 (Trust fund) - £35,249.02 Account 3 (PharmOutcomes etc) - £82,597.80 Will be in a position to agree projects in future as have enough in reserves.

		Payroll on track. HMRC still have £ 10,498.00 credit which will take up to 4-5 months to be used. Thanks, given to AE for keeping the spreadsheet up to date. Ad-hoc work attending college / university fayres and local events - pay CK at the same rate as paid previously (£25 per hour) on a self-employed basis – AA will contact Chris to see if she is available and happy to take on this role.
4		CPE update
	4.1 4.2	Services update ▪ Services data pack and update Not sure what data will get now that the regional team members who completed the data analysis have taken redundancy as part of the restructure. Dip in PF consultations but above the figures for previous year. Dr Andy Mott has asked if AA can attend sessions. LPC will need to pick this up as no one at ICB can do now. Urgent meds – stable and low – which is where they should be. PF threshold ▪ Reduction in hitting the threshold. ▪ Emailing those that are nearly at thresholds. Peak – JG / DD reported that some with lower footfall are struggling. Some pharmacists are not aware of the gateway criteria. Locums doing the work but not claiming! CPCF increase is not enough – need to do more clinical services and ensuring claiming for everything – not going to be sustainable and affects their job stability. DLN programme board are creating a dataset to assess outcomes – GP referrals into PF and dispensing / prescribing where pharmacy can see them – talk to them and ask why this is not being completed. Asked members to speak to their pharmacies Peak, Boots etc MAS Depends on what staff are in the surgery and know how to refer and also the demand for the appointments is larger on certain days. PCS Increase has been large under the national service but so has the promotion of the service to the public so more awareness. The fee is better so more pharmacies are wishing to provide. Local service was poorly funded, restrictions of service etc and clearly there was a need for the service.

		Lost opportunity is screening, but Derbyshire County PH has confirmed that not going to commission this through pharmacy. Remind contractors that there is a tick box that means that the information will not be shared as some are reporting that some patients are still paying for the service because don't want it to go on their record. HCFS Dropped off following flu/covid campaign where numbers always peak. ABPM conversion rate is lower in April 2026 – need to remind on newsletter. AA presented at the prescribing leads forums A & B re HPFS about the service and how it can support GP. JG been using Accurx – send out link to selected group of patients – received 25 PCS bookings within hours and 200 over the last week. If doing for individual patients then no cost but if doing a large number at the same time then there is a charge for text messages. **Action: JG will put together some wording on what Peak are doing with Accurx to use on social media and newsletter.** Communications update • Social Media update PF website – pop up for Men B vaccine and flu vacs booking – time limited. Takes to the national booking page. £120 for the additional work for the website. All agreed to this work and KA will contact Dialled In and ask them to create the pop up.; **Acton: KA will contact Dialled In and ask them to create the pop up for Men B and flu vaccine bookings** MPs – flu jab invite letter to be sent out. Follow up with MP BP checks – chase up those that did not do last year – AE to contact those that have not responded to a pharmacy visit. DMS podcasts – recorded two so far – last one with colleagues from the hospital explaining how they use the completed referrals and importance of the service. The next one will be focused on top tips from those contractors who are completing the most DMS and process they have in the pharmacy. • Independent pharmacy awards KA has sent through draft submission to exec who have made amendments
5		OPEN MEETING

5.1 Sarah Thorpe, NHS Derby and Derbyshire ICB

- **Antibiotic campaign – not attending but can we review the materials and give any feedback.**

It will be down to the individual pharmacy whether they use them

Will be used in the consultation room when seeing patients to support conversations and messaging to parents around not always receiving antibiotics.

All agreed to the campaign and documents are ok. There is a spelling mistake on a few – AE to contact Sarah with this and let know that happy to go ahead with the campaign.

Action: AE to contact Sarah Thorpe re the antibiotic campaign and that the LPC are happy to go ahead.

5.2 Jo Nethercott and Stacey Hyndman, Marie Curie

- <u>Derbyshire PCN project</u>

Claycross to Killamarsh – 5 PCNs.

- Improve identification especially those not cancer patients
- End of life

Volunteer workforce – companions for terminally ill
Engagement work –
Why Derbyshire

- High number going without palliative care
- High admission rates
- Deprivation rates high

What wish pharmacy to do

- If have patients who may need help
- Referral forms can be available for pharmacy to complete

Just top of the county at the moment but will potentially be rolled out across the county.

5.3 Liz Jackson, LOC

- <u>Update on Optometry</u>

Underfunded by NHS
Private services
80% of total fees is NHS - £24 per eye test that take 20 – 30 mins.
20% private services

Enhanced eye examination – private for anything extra to NHS stipulated eye test

Kits cost £40,000 each

£38 for basic glasses received from NHS.
Only 65% have to wear glasses that have tests

Request that if a patient buys off the shelf reading glasses that are encouraged to go and get eyes tested as may be other issues they are not picking up.

Short-sightedness has increased due to screentime and highlighted during Covid.
Now possible to slow down the shortsightedness by using different lenses.

Independent prescribing – no funded service. IP optoms cannot get NHS FP10's.
Need to pay as private prescription at pharmacy as no FP10 - How can work with pharmacy to do this?

NHS pathways –

- Referrals into hospital
- Glaucoma monitoring in the community – diagnosed stable patients – need to refer back into the hospital to change prescription – need IP to be in place.
- Cataracts referrals

- 3–5-year-old children vision screening – this has stopped so asked to encourage parent to get children's eyes tested.

- CUES / MECS: In place but funding limited. Urgent – usually seen within 2 days and routine – within 5 days.

No eye casualty in Derbyshire and must go to QMC.

Funding needs to follow the patient when move from hospital to community.

There are lots of pathways that could be implemented

Interoperability issues –

Need to educate optometrists re hypertension service and referring in – problem is that cannot send the results back to the optician so never know what has happened.

Start Well – used to screen for lazy eye
Aging well – no sight test stipulated – frailty and falls caused by poor sight!!

If have NHS email now then will have but anyone new is not able to receive one.

Pilot – scope for IP and supplementary prescribing – treatment plan sent by opticians,

Supply of certain POM's following optom referral;
Need to know how big an issue is?? What is the escalation– signed order – need to ensure that pharmacies will accept. Need the evidence and costs of escalation to secondary care versus pharmacy.

Hoped for HCFS to change the wording to any health professional being able to refer into pharmacy rather than just GP's.

		Thanked Liz for attending the meeting and giving an update on the pressures in optometry and ideas for joint working.
	5.4	▪ Ravi Mohan, Head of Pharmacy – Commissioning Outcomes, NHS Derby and Derbyshire ICB and Sally Clarke, Pharmacy technician, NHS Derby and Derbyshire ICB – supporting Shazia Patel Shazia is still in post and regularly meet and discuss how to best support CP. Referral re PF – NHS111 urgent treatment centre referrals – trying to support this – one of the problems is getting access to NHSmail addresses to be able to send through referrals – EMPCT said cannot have as commercially sensitive information. LPC can supply but will have to be caveated that it is not our original data and so not guaranteed to be the most up to date. MenB - promotion via comms team and focus on this at the freshers fayres. Prescribing leads forum – sent through an email that included the rates for GPs and PCN pharmacists receive for attending – could these be funded and extended to community pharmacy? Ravi will take this back to the ICB.
6		**CPE update**
	6.1	▪ Rahul Sharda, CPE Regional Representative ▫ CPE update Cash flow – CPE are trying to think of ways to help with this as may be 6-9 months difficult Trying to agree wording with DofH around supplying medication – hopefully to allow more flexibility Successful IP pathfinder service, led to believe that it would be commissioned in Autumn but been informed that will be later than this. Write to CPE and ask when this service will be coming and information being sent out??? Whatever money that has been ringfenced for this service then how will this be distributed in year to pharmacies. **NH to write / raise with Clot etc about date the prescribing part of PF will be starting and when info will be sent out to contractors, also ask about the funding and if not spent the ringfenced money how this will be distributed**
	6.2	▪ CPE events ▫ CPE regional event – 10th June 2026 – feedback Good meeting – well attended by Derbyshire members and contractors

	6.3	▪ CPE / LPC conference – November 2026 AA, BE and DH attending ▪ CPE information ▪ Community Pharmacy Workforce Survey: summary data For information ▪ Newsletters received (link to CPE website) - Newsletter archive - Community Pharmacy England (cpe.org.uk) ▪ CPE audit results – nothing received
7		Reports continued
	7.1	Chairs update ▪ MenB Vaccination service – video reminder done and on socials ▪ DLN ICB / LPC and ICB structure – nothing to update ▪ East Midlands Exec Team – share ideas
	7.2	Chief Officer update ▪ Core MAT Pharmacy Service – Drug services Block payment per client – rather than supervised consumption payment. Formalises the requirement to report misses doses and standardising service. Not sure that Derby City will move to this as possible increase in budget. **Need to have a conversation with Craunston and see if they are looking at this –** ▪ Bank Holiday update and comments around Christmas 2026 Asking the same pharmacies to cover the bank holiday rota when there are more pharmacies in the area. Evans Cotmanhay have been asked to open for last 3 bank holidays and been asked to do Christmas too – reason given is due to close proximity to Ilkeston Hospital. Boots in Matlock are also challenging their request to open at Christmas. Lot of confusion around Saturday 26th December - it is a normal working day and if wish to reduce hours then have to send through notification – need to give 5 weeks' notice for supplementary hours. Need to remind contractors – newsletter article. **Action: newsletter article reminding contractors that Saturday 26th December is a normal working day and if wishing to close then need to give 5 weeks notice for supplementary hours, if core hours then have to apply to close.**
	7.3	Deputy Chief Officer update ▪ Meetings attended report – for information Asked to be on a scoping meeting for CCA smoking cessation to create a national service

HWB – been asked to be on board development group - Alex Ball – presented on local development plan

- Integrated neighbourhoods – Neighbourhood Health Centres and risks

List has been developed on old estate plans. Don't know what the list is. Long Eaton is the only place we know about – not much consultation re this.

GPs risk – own their own buildings

Risks for pharmacy if move services re foot fall etc

Trying to look at neighbourhood hubs – not just health – blue light services (one public estate previously) – have office for PCSOs etc. even local groups having rooms.

7.4 - Public Health Services

Work on substance misuse
Charlotte – emailed as contract finishes

7.5 - Webinars/Pod casts

- DMS – ensuring compliance and supporting your patients – next recording 16th July – chat with the trusts.

7.6 - Contractor event – 15th September 2026 including AGM 7.30pm – 9.30pm – in person event
Money matters – How do you get your income? – presented by David Broome / Rahul Sharda.

Rahul is happy to do the session – need to ensure that content is right.

7.7 - Freshers Fayres – September
- need volunteers – can fund this with backfill using MOU funding.
- Sperm keyrings quote – need authorisation to order

Keyrings are collectible by students - agreed to order 2000 at cost of £820

AE to order and also create a fob with the QR code and logo to add to the sperm keyrings which directs to the PF Derbyshire website and the PCS service.

Discussed earlier asking Chris Kerry to help attend the university and college fayres and asked members to attend too – JG, TV volunteered.

Action: AE to order keyrings and create fobs with PF Derbyshire website QR code to advertise the PCS and PF services to students.

- CCA / NPA

- RSG/TAPR LPC survey

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		CCA / NPA
8	8.1	CCA Questions Quarter 2 **AA has completed and sent through to DH.**
	8.2	CCA matters newsletter – May 2026 **For information**
	8.3	NPA connect newsletter **Nothing to discuss**
	8.4	IPA correspondence **Nothing to discuss**
9		DEVELOPMENT SESSION
	9.1	Strategy update on deliverables (questions by exception) Nothing to update
	9.2	Knowledge Sharing 5 minutes to talk about job role and what expertise / interest you have. David Evans gave a quick outline of his work and personal background – thanks given and KirstenA will type up and send to DE for approval before including on LinkedIn as part of Get to Know your LPC. Next meeting will be Nick Hunter and Amanda Alamanos
10		AOB Nothing raised
11		Next Meeting
		• 15th September 2026 – 12.30pm (lunch) 1.30pm – 6.30pm @ Holiday Inn Junction 28 followed by AGM.
12.		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: 15/9/26