

## Community Pharmacy Thames Valley Committee Meeting

Wednesday, 18<sup>th</sup> March 2026  
Hampton by Hilton, High Wycombe

### Minutes

Item	Agenda Item
1	<p><b>Welcome Apologies and Introductions</b></p> <p><b>Present:</b> Ian Dunphy (Chair), James Famakin (Vice Chair), Taofik Shodunke (Treasurer), Khal Khaliq, Olivier Picard, Alex Stacey, Corrin McParland, Shelton Magunje, Vikash Patel, David Dean (Chief Officer), Kevin Barnes (CSO), Lorna Girling (Minutes).</p> <p><b>Apologies:</b> Helen Egan, Danielle Brennan</p>
2	<p><b>Declarations of Interests</b></p> <p>None</p>
3	<p><b>Approval of Minutes of Previous Meeting</b></p> <p>Approved.</p>
4	<p><b>Engagement Session</b></p> <ul style="list-style-type: none"> <li>• <b>LPC Chairs Forum</b> - ID attended the CPE Chairs Forum. Sessions focused on improving LPC promotion to contractors, addressing non-engagement, and identifying contractors missing claims or submitting incorrectly. The Committee discussed supporting contractors to operate efficiently and avoid lost income. DD will contact contractors who are missing payment opportunities.</li> <li>• <b>Chair's Appraisal</b> - A formal appraisal for the Chair will be scheduled in 6–12 months, incorporating 360-degree feedback. Committee members were asked to share feedback on the Chair's performance at this stage. DD/LG to circulate the 360-degree feedback form to the committee. The next forum is planned for June.</li> <li>• <b>Pharmacy Recruitment</b> - CMP reported a very good response to the pharmacist advert she placed, with around 40 applicants from PCN, hospital and community pharmacy backgrounds. Previous applicants had largely come from Lloyds and Sainsbury's, noting that locum rates are currently unfavourable and many are now seeking permanent positions.</li> <li>• <b>Morrison's</b> – SM gave a brief update that some Morrison pharmacies are being sold off, including his branch. DD said that this will not affect the PNA as there are only 2 Morrison pharmacies in the Thames Valley region.</li> <li>• <b>Staff Challenges</b> - Ongoing pressures include maternity leave cover and the recruitment of dispensers.</li> <li>• <b>Housebound vaccinating</b> - As part of the COVID campaign, SVOC has been approaching pharmacies to provide home vaccinations without additional payment. DD will email contractors advising them to carefully consider their</li> </ul>

	<p>options, as participation is not mandatory and they should avoid delivering the service at a financial loss.</p> <ul style="list-style-type: none"> <li>• <b>Pharmacy Relocation</b> - VP provided an update on his pharmacy's relocation.</li> <li>• <b>Dispensing service closure</b> - Doctors in Goring gave short-notice confirmation that they were closing their dispensing service, resulting in a sudden influx of patients to the community pharmacy.</li> <li>• <b>Drug Shortages</b> - OP reported ongoing delays in receiving concession prices, noting that dispensing certain items without these would result in a financial loss. OP uses Cascade to monitor drug prices and indicated a preference to direct patients to another pharmacy rather than dispense at a loss. VP advised that patient nominations should not be changed for this reason. The committee discussed the wider national issue of drug shortages and the need for additional funding to support dispensing.</li> <li>• <b>Branch Closures</b> – AS provided the latest local update. Staffing shortages in the Basingstoke dispensing hubs have created extra pressures, though the situation is now gradually stabilising. Positive feedback continues for Pharmacy First, with thresholds being met consistently, supported by recent changes to the gateway requirements.</li> <li>• <b>Prescription Lengths</b> – Contractors have observed an increase in prescription durations, moving from 1-month supplies to 2–3 months, resulting in fewer items dispensed and contributing to higher levels of medicines waste. DD requested to be kept updated and asked contractors to provide evidence; CMP suggested capturing visual examples of the waste being returned to pharmacies.</li> </ul>
6	<p><b>Action Log</b></p> <ul style="list-style-type: none"> <li>• A CPTV LPC drop-in session for contractor feedback was held on 2 March, with supply chain and contract issues raised.</li> <li>• KB reported ongoing work relating to fraudulent prescriptions.</li> <li>• Resilience training on 17 March had low attendance, with two delegates leaving part-way through.</li> <li>• Tympa Healthcare: YK confirmed that two separate logins are not possible and would require separate devices.</li> <li>• DD submitted a bid for consulting rooms, but this was unsuccessful.</li> <li>• Chair visits are continuing.</li> <li>• Clawback: no further progress on obtaining the required information.</li> <li>• Stop Smoking data: update to be provided by KB.</li> <li>• CKD update: further funding was not secured.</li> </ul>
	<p><b>Frimley ICS Update</b></p> <ul style="list-style-type: none"> <li>• ICB will dissolve on 31<sup>st</sup> March, and the new structure has been published. Consultation open till 9<sup>th</sup> April. New pharmacy leadership role within the ICB has been agreed.</li> <li>• YK celebrated the success in Frimley services – see slides</li> </ul>

	<ul style="list-style-type: none"> <li>• A meeting with Hannah Iqbal is scheduled to discuss neighbourhood lead funding.</li> <li>• <b>ABPM</b> - OP highlighted concerns that the current ABPM referral process is inefficient and costly, with patients being sent back to their GP and then asked to return after 10 days. YK noted the need for clearer guidance on what pharmacies provide as part of the ABPM service and how results are transferred into the PMR. The committee discussed the details of the testing process.</li> <li>• <b>Contraception Services</b> - It was noted that patients are being asked to attend GP surgeries for repeat 3-month prescriptions, despite pharmacists being able to issue up to 6 months' supply. YK referenced a potential incentive linked to this service (possibly PMOS-related). DD requested a Thames Valley discussion on EHC to clarify differences between the national and local services and to support improved promotion.</li> </ul>
	<p><b>Treasurer Report</b></p> <ul style="list-style-type: none"> <li>• <b>Budget</b> - TS presented the proposed budget for 2026/27. (Refer to accompanying slide deck.)</li> <li>• <b>Levy</b> - CPTV absorbed last year's increase in the CPE levy, as the LPC chose not to raise the contractor levy at that time. To support financial stability for the LPC going forward, a 7.5% increase to the contractor levy was proposed.</li> <li>• <b>Levy Vote</b> - The committee voted on the proposed 7.5% levy increase. Eight members voted in favour, and one member abstained. The motion was carried by majority, and the CPTV LPC levy will be increased by 7.5%.</li> </ul>
	<p><b>Contractor Services Officer Update</b></p> <ul style="list-style-type: none"> <li>• KB gave an update on contractor services – see slides</li> <li>• <b>Oxfordshire Community Pharmacy Liaison Officer</b> - Naomi Shepherd has been appointed as the new Community Pharmacy Liaison Officer for Oxfordshire, with a focus on strengthening engagement in Substance Misuse services, Needle Exchange, and Naloxone provision. The role is funded by Oxfordshire County Council for an 18-month period.</li> <li>• <b>Stop Smoking Service</b> – No further update for this service. S4U meeting with OCC and CPTV early May to improve relationship.</li> </ul>
	<p><b>Chief Officer Update</b></p> <p>See presentation slides for full information.</p> <ul style="list-style-type: none"> <li>• <b>Innovation Funding</b> - Funding has been approved for diabetic and AF screening; all other submitted bids were unsuccessful.</li> <li>• The project will deliver targeted screening across 35 pharmacies, each to be equipped with the necessary devices. The service will be reimbursed at £45 per</li> </ul>

check for adults aged 30+, with referrals made for pre-diabetes where appropriate.

- Funding also covers training, governance processes to assure quality of readings, and the employment of one person per area for one day per week to support administration and invoicing.
- A workshop will take place on 24 March to discuss the programme in more detail.
- This funding is initially for a one-year period.
- DD highlighted that neighbourhood leads funding is still required.
- **My Local Surgery** - DD shared analytics with the committee (see slides), noting strong outcomes achieved at minimal cost.
- **2026/27 GP Contract** - Pharmacy First update provided.
- **New ICB Executive Structure** - Slides shared outlining the new structure. Four place-based PCPC groups are being established, with a workshop next week to agree ways of working. Funding has been allocated for a local clinical lead (non-voting) to attend six meetings per year.
- **Neighbourhood/ICS Update** - The framework has not yet been signed off. There will be 34 neighbourhoods in total, and funding for neighbourhood leads is still awaited.
- **Summer Health Event** - Scheduled for 10 May, running across two sessions. Morning session will focus on respiratory health; afternoon session will cover travel vaccinations, insect bites and Lyme disease. Committee was asked for their assistance to share and promote with their staff.
- **SEPCA** - The company is now registered, with governance and insurance in place and a website created. SEPCA is a zero-profit organisation formed by four LPCs.
- **Training Funds** - £1,800 MECC funding secured, with Naomi being trained to deliver MECC to pharmacies. £25,000 has also been awarded for Early Careers funding.
- **Slough Neighbourhood Workshop** - Attendance was lower than hoped, but several pharmacies participated and the workshop itself was informative and well received.
- **My Local Surgery** – DD fed back analytics to the committee (see slide) very successful for minimal cost.
- **2026/27 GP Contract**: Pharmacy First update
- **New ICB Executive Structure** – update, see slides new structure. Set up of 4 places based PCPC – workshop to be held for ways of working next week. Funding for a local clinical lead non-voting member to attend meetings 6 times per year.
- **Neighbourhood/ICS Update** – not signed off as yet, 34 neighbourhoods in total and waiting for funding for neighbourhood leads.
- **Summer Health Event** – 10<sup>th</sup> May, whole day but will be split into 2 sessions am/pm. Respiratory morning session and travel vacs, insect bites and Lyme disease for the afternoon session.
- **SEPCA** – company registered, governance and insurance are all now in place, website has been created. SEPCA is a zero-profit company set up between 4 LPCs.

	<ul style="list-style-type: none"> <li>• <b>Training funds</b> – MECC £1800 funding, training Naomi to roll out MECC to pharmacies. £25,000 for Early Careers funding has been provided.</li> <li>• <b>Slough Neighbourhood Workshop</b> – not a very good turnout but several pharmacies did turn up to a very good, informative workshop.</li> </ul>
	<p><b>CCA/IPA/NPA and CPE Updates</b></p> <p><b>IPA</b> – CMP updated that potential contract discussions and how to get more funding is taking place.</p> <p><b>CCA</b> – No further update to provide. RSV vacs and HSSC programme to deliver vaccinations by age group.</p> <p><b>NPA</b> – Upcoming events include the Women’s Event in the House of Lords, Westminster, on Wednesday 13th May 2026 at 3.30pm-5pm and the Primary Care Conference (COGARO), a two-day event on Sunday 21 and Monday 22 June in Birmingham.</p> <p>NPA is coordinating with IPA and CCA on a joint campaign to ensure a unified response to the new contract deal.</p>
	<p><b>NPA – Michael Lennox</b></p> <p>Michael Lennox attended the meeting with Ben Russell. The NPA outlined plans to develop a programme/model to better engage and support contractors during the current challenging period.</p> <ul style="list-style-type: none"> <li>• They discussed supporting smaller pharmacies through the Future Pharmacy programme, which includes a 12-week series of webinars and podcasts, focusing on ensuring contractors do not miss out on available NHS funding.</li> <li>• The NPA asked CPTV LPC for guidance on how best to package this support for contractors.</li> <li>• DD suggested producing 5–10 short YouTube videos with strong, practical messages covering topics such as the Drug Tariff, Category H, business opportunities and ensuring claims are submitted for completed work.</li> <li>• KB proposed incorporating visits such as pre-inspection or “fit for profit” visits, using an incremental approach.</li> <li>• The aim is to build a programme that encourages contractors to step away from day-to-day pressures, engage with the content, and understand the potential financial benefits through clear, bitesize “profit hack”-style guidance.</li> </ul>
	<p><b>AOB</b></p> <p><b>Summer Health Event</b> – 10<sup>th</sup> May, 10-4pm, Holiday Inn, High Wycombe. Full day or half day attendance is being offered.</p>

**Next Meeting** – 20 May 2026 – 10am-4pm – Hampton by Hilton, High Wycombe

<p><b>Forthcoming LPC Meetings 2026</b></p>
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8 July 2026 – 10am-4pm – Hampton by Hilton, High Wycombe  
23 September 2026 – 10am-4pm – Hampton by Hilton, High Wycombe  
25 November 2026 – 10am-4pm – Hampton by Hilton, High Wycombe