**Minutes of CPG (Community Pharmacy Glos) March 13th 2025**

**Apologies:** – Vas Alafodimos -CCA (VA) and Paul Gregg (AIM) (PG).

**In Attendance:** Andrew Lane- chair (AL), Rebecca Myers – Chief Officer/AIM (RM), , Neetan Jain – IND (NJ), Matt Mollens (MM), Sam Bradshaw- Support Officer (SB), , Steve Ireland – AIM (SI), Will Pearce – Treasurer (WP), Etisham Kiani – IND (EK). Peter Badham – AIM (PB), Gary Barber – IND (GB), Wayne Ryan – CCA (WR), Satwinder Sandha – CCA (SS), Heather Blandford – CCA (HB) and Nicola Sinclair – CCA (NS).

**Guests** – Sian Retallick (CPE & CPPE), Sian Williams (ICB Pharmacy Clinical Lead) (SW), Kimberley Edge – ICB Project Manager.

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|  |  | **ACTIONS** |
| **Welcome and introductions** | Welcome new CCA Reps to the committee (HB & NS). |  |
| **January meeting minutes** | Approved for publication. | **SB** |
| **Officer reports** | **RM/SB –** Reports read prior to meeting, no questions raised.  **AL**- Gave a summary of work & meetings  Discussions on ICB PCN Leads funding – discuss with SW later.  ICB mergers. |  |
| **Treasurer update** | Budget proposal –  Review levy with proposed increase after contract confirmed.  Discussions on reducing costs after 2025 to include virtual meetings on occasions. | **CPG** |
| **Contracts** | GB sold pharmacy  Badham Pharmacy change of hours |  |
| **Committee Representation** | Review number of Committee after GB resignation; replace GB with another IND Rep.  RM calculated representation on CPG; CCA – 3, IND – 4, IPA – 5.  Recruit 2 additional IND proposed by RM, Committee voted – in Favour – 6, Against – 4, vote carried.  RM to notify IPA & CCA of new representation. Recruitment for 2 IND. | **RM** |
| **CPE - SR** | CPE meeting attended 12/03/25 NDA signed unable to discuss outcomes. 50 Ministers attended meeting. NHS redundancies – money going to frontline/primary care.  Independent Economic Review – CPE asked for some time to reflect what is happening in this sector. CPE have no rights to publish the document. EK – stated that Independent Contractors want to be involved at the point of negotiations, not when completed. SR – asked if Independent colleagues completed survey? Attend LPC meetings and harness energy to get involved with shaping future. RM – checked that SR was OK after Reps were sent strong letters from Independents pharmacy group. AL – build good relationships with ICB’s. SR – patient relationships and trust. HB – Pharmacies should stop doing things for free, health equalities should be at forefront but funding is required. MDS discussions by committee; charging, ethics and having one voice.  RM - Good practice guidance to be drafted for Contractors. | **RM** |
| **CPPE - SR** | Discussed recent CPPE collaboration training for Contraception Service. Well attended and lots of discussions. Good feedback received. SR – training can be repeated if there is demand. SB to check with Contractors. Boots and Badhams check with Pharmacists. SS – training should include thresholds and service support. SI – Metrics for service delivery. | **SB**  **SS/SI** |
| **CPG Strategy Session 1 RM** | Vision for CPG –  Vision statement suggestions – what CPG aspires to achieve)  Discussions on contractor engagement – LinkedIn contacts, weekly bulletins, pre meeting info for Contractors.  RM to take away suggestions and produce draft. | **RM** |
| **CPG Strategy Session 2 RM** | What are we going to do?  Sub groups to discuss ‘The Plan’  RM note taking for draft. | **RM** |
| **PCN (Primary Care Network) Leads**  **MM** | Presented pharmacy capacity tracker spreadsheet – information gathered from PCN Leads – 4 step plan; follow up meeting to present at PCN Leads ICB Meeting. Looking at what can be done better. PCN Leads funding to be confirmed by ICB. Underspend of last years funding to be utilised.  PB – stated that a high percentage of Pharmacies are not doing any PFS consultations.  SS – would like to know which Pharmacies are not performing so can be supported.  SR – share data from Pharmacies achieving referrals.  RM – what support is required from CPG?  HB – asked if Care Navigator training offered to new staff? SW – training is offered as part of induction and refresher to all staff. |  |
| **Services** | Smoking Cessation – HLS to attend next meeting to discuss change of NRT Vouchers from paper to digital.  EHC – SB/RM call to discuss low uptake of EHC in Glos.  PFS – Discussed promotion and use of ICB posters and videos.  ICB have Analyst to look at NHS data and share with CPG.  Contraception Service – Training booked with CPPE on Feb 09th  CPE dashboards – out of date data, SR to check with CPE. | **SR** |
| **ICB – SW** | Introduced Kim to the committee, 12 month contract as Community Pharmacy Pathfinder Programme Project Manager.  First Pathfinder Rx completed at Badham’s Churchdown.  PFS data shared up to Jan ‘2025.  AL – quality of clinical notes discussed. RM – additional PCS training discussed previously. SB - send comms to Pharmacies reminding them of requirement to provide HCFS & PCS by 31/03/2025.  EK – PFS has produced some negative results with patients now returning to pharmacies without referrals.  SR – Cornwall have a very successful walk in service funded by the ICB.  Support patients to take their meds at home – LPC to have place on new group. MDS discussions followed. | **SB** |
| **AOB** | SS raised CCA Questions.  AL - Feedback from new members;  HB/NS – different from other LPC’s , positive start on strategic plan and building on it. Can’t influence national decisions but can influence locally.  SB – PNA survey completed and report sent to GCC.  WP – Pay review required for Officers, subcommittee to organise meeting. Latest expenses policy to be shared to RM. Claims for new members – share.  GB thanked and farewell. | **WP** |
| **Meeting Dates** | Next meeting -   * May 8th 2025 * July 10th 2025 * September 11th 2025 plus AGM * November 13th 2025 |  |