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**MINUTES OF LPC MEETING**  
**13<sup>th</sup> November 2025**  
**Virtual Meeting via Microsoft Teams**

**Present:**

LPC Members (listed in alphabetical order):

Anjee Shah	LPC Member (Independent)
Arun Sharma	LPC Member (Independent)
David Howells	LPC Member (IPA, Kamsons Pharmacy)
Gary Warner	LPC Member (Independent)
Karen Alexander	LPC Member (CCA, Boots)
Michael McWhirter	LPC Member (Independent)
Peter Woodward	LPC Member (CCA Boots)
Alison Freemantle	LPC Joint Chief Officer
Artur Pysz	LPC Joint Chief Officer
Ranjit Pontefract	LPC Administration and Engagement Assistant

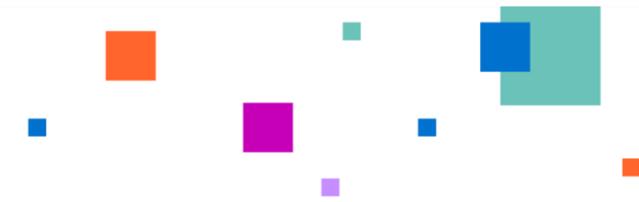
1.	<p><b>Chair's Welcome</b></p> <p>Arun Sharma (Vice-Chair) welcomed everyone to the meeting. Welcome to Hinal Patel (HIOW ICB); Caroline Martinez (Frimley ICB); James Roach (HIOW ICB).</p>	AS
2.	<p><b>Declarations of Interest &amp; Requests for AOB</b></p> <p>NIL</p> <p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Expenses</li> <li>• LPC Conference</li> </ul>	AS
3.	<p><b>Apologies for absence &amp; nominations of proxy votes</b></p> <p>Ashley Littlewood-Miller LPC Member (CCA, Boots) – Proxy P. Woodward Julie Fanneran LPC Member (CCA, Boots) – Proxy K. Alexander Daniela Lupeanu LPC Member (CCA, Rowlands) – Proxy P. Woodward Jennifer Ndichu LPC Member (IPA, Day Lewis) – K. Alexander</p>	AS

4.	<b>Minutes of the previous meeting on 11<sup>th</sup> September 2025</b> - Approved	AS
5.	<b>Matters arising from the Minutes and Action Update</b> <ul style="list-style-type: none"> <li>• Business Case for Provider Company (Point 13)</li> <li>• Hinal communicated with David regarding BP queries.</li> </ul>	AF/AP
6.	<b>Hinal Patel, Community Pharmacy Clinical Integration Lead HIOW ICB</b> <p>Hinal Patel gave a presentation recapping the last couple of months and her priorities over the next few months</p> <ul style="list-style-type: none"> <li>• Communication regarding NHS restructure and workforce.</li> <li>• COVID-19 and Influenza Oral Antivirals update.</li> <li>• Over-the-counter (OTC) medicines – messaging encourages self-care, patient information leaflets circulated for consistent communication.</li> <li>• Hypertension Case-finding – includes pathways and searches identifying patients needing BP checks.</li> <li>• Communication detail for Winter Additional Funding – Tier 1 basic services plus GP engagement; Tier 2 increase in delivery plus Contraception referrals. Reiterated pharmacies will not be penalised for external factors, relating to eConsult referrals.</li> <li>• Antibiotic Prescribing and Antimicrobial Resistance (AMR) – No increase in antibiotic prescribing despite Pharmacy First rollout. Ongoing monitoring and reassurance to mitigate AMR risks.</li> <li>• Independent Prescribing Pilot – Information on end date and future planning.</li> </ul> <p>Presentation available to committee members on request</p>	HP
7.	<b>Joint Chief Officer Report/Update</b> <p>A Freemantle updated the committee on her activities during the previous two months with both written and verbal reports:</p> <p>Lowlights:</p> <ul style="list-style-type: none"> <li>• Covid eligibility confusion at the start of the campaign due to lack of publicisation by NHSE</li> <li>• Lack of national public awareness campaigns to support the services from NHSE meaning we have to do more locally to get the messages out</li> </ul> <p>Highlights:</p> <ul style="list-style-type: none"> <li>• Ongoing great performance of the Pharmacy Contraception Service (PCS) – over 3,000 consultations in July.</li> <li>• Winter funding secured from both ICBs.</li> <li>• Good collaboration with the sexual health service, they're supportive of the pharmacy services and will promote availability of PCS and Emergency Contraception (EC) on their website and in clinics.</li> </ul>	AF

	<p>A Pysz updated the committee on his activities during the previous two months with both written and verbal reports:</p> <p>Lowlights:</p> <ul style="list-style-type: none"> <li>• Contractor Losses – one contractor lost, three more going through removal although have been paused to avoid premature removal. Expected impact on service provision.</li> <li>• Portsmouth PCN Leads – unfortunate to see lack of engagement, two PCN leads unresponsive and inactive. Work now being supported through local field management.</li> <li>• Limited Integrated Neighbourhood Engagement, planning and pharmacy involvement is minimal. Outreach underway to build connections.</li> <li>• Service Direction and IT issues – Ongoing challenges with IT systems influencing service access.</li> </ul> <p>Highlights:</p> <ul style="list-style-type: none"> <li>• Strong MP Engagement – positive responses after communication highlighting Community Pharmacy England (CPE) plan and funding issues.</li> </ul>	AP
8.	<p><b>Complaints Policy Adoption: - ADOPTED BY COMMITTEE</b></p> <ul style="list-style-type: none"> <li>• Dealing with complaints policy builds on the Governance Framework and Code of Conduct already in place and follows the same structure for process and procedure.</li> </ul>	RP
9.	<p><b>Risk Register Adoption: - ADOPTED BY COMMITTEE</b></p> <ul style="list-style-type: none"> <li>• 2 points added: <ul style="list-style-type: none"> <li>- Point 7 LPC Employee Retention – addition of the Administration &amp; Engagement Assistant role.</li> <li>- Point 25 Managing Funding via MOU – at present a risk relating to the managing significant amounts of funding for the committee. A point of discussion further on in the meeting in point 13.</li> </ul> </li> </ul>	RP
10.	<p><b>Policy Review Timeline Change: - ADOPTED BY COMMITTEE</b></p> <ul style="list-style-type: none"> <li>• Change reviewing of policies from yearly to every 2 years. Exception to this may be law changes or if it becomes necessary to review.</li> </ul>	RP
11.	<p><b>James Roach, Director of Primary Care, HIOW ICB</b></p> <ul style="list-style-type: none"> <li>• Strong recognition of the success and access provided by Pharmacy First, especially compared with other areas. The ICB is</li> </ul>	JR

	<p>positioning pharmacy as a core part of same-day primary care access, not an add-on.</p> <ul style="list-style-type: none"> <li>• Business continuity &amp; resilience - The ICB acknowledges pressures from medicine shortages, business closures, and operational challenges. Pharmacies are encouraged to raise urgent cash-flow or business-risk issues. The ICB is exploring options to support pharmacies - urgent estates costs; staffing emergencies; transitional costs (e.g., change of ownership); possibility of developing a resilience framework for community pharmacy next year.</li> <li>• Neighbourhood Health Programme - presented slides (to be shared afterward) outlining the national and local neighbourhood health plans. Community pharmacy needs stronger representation in neighbourhood health groups. James to ensure CP has a seat at the table.</li> <li>• Broader Pharmacy Pressures Discussed - Medicine reimbursement issues: pharmacies often buying stock above tariff and not being reimbursed adequately. Rising National Insurance, increasing shoplifting, and security costs all worsening pressures.</li> </ul>	
12.	<p><b>Caroline Martinez, Community Pharmacy Integration Project Manager, Frimley ICB</b></p> <ul style="list-style-type: none"> <li>• Updates on Pathfinder</li> <li>• Teach and Treat Programme</li> <li>• Support for Community pharmacy</li> </ul> <p>Presentation available to committee members on request</p>	CM

13.	<p><b>LPC Reports</b></p> <p><b><u>Market Entry</u></b></p> <ul style="list-style-type: none"> <li>Contractor Losses – one contractor lost, three more going through removal although have been paused to avoid premature removal. Expected impact on service provision.</li> </ul> <p><b><u>Service Development</u></b></p> <ul style="list-style-type: none"> <li>Condom Supply: No current funding; work ongoing to secure retainer payments. Pharmacies can still order free condoms.</li> <li>A bid for a new weight-management service is being submitted this week via Innovate UK. One Wight GP Federation is leading the bid, with community pharmacies planned as the “front door” to the service.</li> <li>Work on sexual health commissioning.</li> <li>Service payment issues from Southampton City Council now resolved.</li> </ul> <p><b><u>Governance</u></b></p> <ul style="list-style-type: none"> <li>Complaints Policy adopted.</li> <li>Risk Register adopted.</li> <li>Policy review timelines adopted.</li> </ul> <p><b><u>Finance / Remuneration</u></b></p> <ul style="list-style-type: none"> <li>Reports shared.</li> <li>Draft budget preparation to begin.</li> </ul> <p><b><u>CPE Update</u></b> - No report.</p>	ALL
14.	<p><b>AOB:</b></p> <ul style="list-style-type: none"> <li><b>Expenses:</b> <ul style="list-style-type: none"> <li>Thank you to everyone who has emailed through their expenses to date; any expenses outstanding to be forwarded to office to be processed in a timely manner.</li> </ul> </li> <li><b>LPC Conference on 25th November</b> <ul style="list-style-type: none"> <li>Names of attendees – Artur P, David H, Ranjit P. – confirmed registration and agenda will be out soon.</li> <li>Topic of discussion – previously agreed on Funding</li> </ul> </li> </ul>	<p>RP</p> <p>RP</p>



	<b>Meeting Review and Close</b>	AS
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	<p><b>Future LPC Meeting dates and venues for 2025/ 2026:</b></p> <ul style="list-style-type: none"> <li>• <b>15 Jan 2026</b> - Virtual Meeting</li> <li>• <b>12 Mar 2026</b> - Virtual Meeting</li> <li>• <b>14 May 2026</b> – In person Meeting, Venue TBC</li> <li>• <b>09 Jul 2026</b> - Virtual Meeting</li> <li>• <b>10 Sep 2026</b> - Virtual Meeting</li> <li>• <b>12 Nov 2026</b> - Virtual Meeting</li> </ul>	
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