

Community Pharmacy Staffordshire and Stoke on Trent

Report and Accounts

31 March 2024

Community Pharmacy Staffordshire and Stoke on Trent Report of the Committee Members

The members present their report and accounts for the period ended 31 March 2024.

Principal activities

Community Pharmacy Staffordshire and Stoke on Trent is a Local Pharmaceutical Committee ("LPC") acting in the role of a local NHS representative organisation.

The Committee

The following persons served as committee members during the period:

Lucy Dean (Chair) - AIM
Raj Morjaria (Vice Chair)
Alex Zahorodhijy - CCA
Ashwin Patel - CCA
Chris Ward - CCA
Eleanor Lawton - CCA
Helen Watton - AIM
Hema Morjaria
Indy Grewal
Jeet Patel - CCA
Jonathan Bridgett
Lee Ison

Other staff who served during the year

Andrea Hawkins (Administrator and Treasurer)
Simon Hay (Engagement and Support Officer)
Gillian Mason (GDPR - Data Analysis - IT Support)
Tania Cork (Chief Officer)

Full details of these members can be found on Community Pharmacy Staffordshire and Stoke on Trent LPC website <https://cpstaffsstoke.org.uk/about-us/committee/committee-members/>

All members have continued to adhere to corporate governance principles adopted by the Committee and the code of conduct.

Overview

During the year the LPC has continued to deliver its core functions of representation on behalf of community pharmacy contractors and supporting their businesses.

The challenges post Covid put on community pharmacy contractors have been immense and Community Pharmacy Staffordshire and Stoke on Trent is proud in the way Staffordshire and Stoke on Trent pharmacies have responded.

The LPC will continue to lead and support contractors by working with the local NHS, ICB and other organisations to ensure community pharmacy continues to be at the core of local primary care. Once more we have been successful in gaining funding from NHSBSA to expand the work involved in developing national pharmacy services such as GPCPCS and Hypertension. We have also channelled resources into promoting better communication with our contractors and the many stakeholders who can champion pharmacy and benefit from the role we can play in primary care.

We aim to manage the work of the LPC so that contractors get good value from their contributions to support the LPC particularly when the sector is being squeezed.

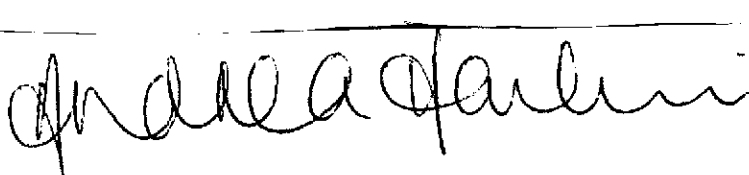
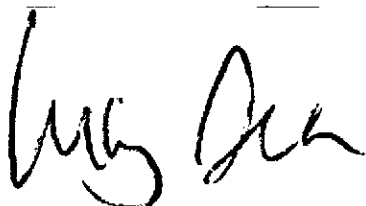
Small company provisions

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the Committee on 2 October 2024 and signed on its behalf.

L Dean (Chair)

A Hawkins (Treasurer)



**Community Pharmacy Staffordshire and Stoke on Trent
for the period from 1 July 2023 to 31 March 2024
Statement of Committee Members' Responsibilities**

The committee members are responsible for preparing the Report of the Committee Members and the financial statements in accordance with applicable law and regulations.

The committee members are required to prepare financial statements for each financial year. The committee members have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. The committee members must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the committee for that period.

In preparing these financial statements, the committee members are required to:

- a) select suitable accounting policies and then apply them consistently;
- b) make judgments and accounting estimates that are reasonable and prudent;
- c) prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the committee will continue in operation.

The committee members are responsible for keeping adequate accounting records that are sufficient to show and explain the committee's transactions and disclose with reasonable accuracy at any time the financial position of the committee. They are also responsible for safeguarding the assets of the committee and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The committee members are responsible for the maintenance and integrity of the financial information included on the committee website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The committee members confirm that so far as they are aware, there is no relevant information of which the committee's accountants are unaware. They have taken all the steps that they ought to have taken as committee members in order to make themselves aware of any relevant information and to establish that the committee's accountants are aware of that information.

Community Pharmacy Staffordshire and Stoke on Trent

Report to the Committee members on the preparation of the unaudited statutory accounts of Community Pharmacy Staffordshire and Stoke on Trent for the period ended 31 March 2024

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Community Pharmacy Staffordshire and Stoke on Trent for the period ended 31 March 2024 which comprise of the Profit and Loss Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://rulebook.accaglobal.com/>

Our work has been undertaken in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/factsheet163>.

Coalesco Accountants Ltd
Chartered Certified Accountants
156 Russell Drive
Wollaton
Nottingham
NG8 2BE

2 October 2024

**Community Pharmacy Staffordshire and Stoke on Trent
Profit and Loss Account - Levy
for the period from 1 July 2023 to 31 March 2024**

	Notes	2024 £
Income		204,204
Gross Surplus		204,204
Administrative expenses		(189,705)
Operating Surplus		14,499
Surplus on ordinary activities before taxation		14,499
Tax on ordinary activities		-
Surplus for the financial period		<u>14,499</u>

**Community Pharmacy Staffordshire and Stoke on Trent
Detailed profit and loss account - Levy
for the period from 1 July 2023 to 31 March 2024**

	2024
	£
Income	
NHSBSA Monthly Levy	204,204
Other Operating Income	<u> </u>
Administrative expenses	
Staff costs	
Wages and salaries	83,541
Employers national insurance	3,077
Pensions	1,548
	<u>88,166</u>
General administrative expenses:	
Telephone and internet costs	872
Travel Costs	263
Insurance	333
Subscriptions	31
Software	208
Officers Expenses	1,476
Sundry expenses	210
	<u>3,393</u>
Legal and professional costs:	
Accountancy fees	868
Other legal and professional	210
	<u>1,078</u>
Meeting costs	
Meeting Costs	139
Members Meeting	8,444
	<u>8,583</u>
Levies & licences	
CPE Levy	88,485
	<u>88,485</u>
	<u>189,705</u>

**Community Pharmacy Staffordshire and Stoke on Trent
Balance Sheet
as at 31 March 2024**

	Notes	2024 £
Current assets		
Debtors	3	32,121
Cash at bank and in hand	4	317,058
		349,179
Creditors: amounts falling due within one year		
	5	(46,206)
Net current assets		302,973
Net assets		<u>302,973</u>
Reserves		
Profit and loss account		14,499
General Fund		<u>14,499</u>

A Hawkins (Treasurer)
Approved by the Committee on 2 October 2024

**Community Pharmacy Staffordshire and Stoke on Trent
Notes to the Accounts
for the period from 1 July 2023 to 31 March 2024**

1 Accounting policies

Basis of preparation

With the exception of some disclosures, the financial statements have been prepared in compliance with FRS 102 Section 1A and under the historical cost convention. The financial statements are prepared in sterling, which is the functional currency and monetary amounts in these accounts are rounded to the nearest £. The financial statements present information about the committee as a single entity. The following principal accounting policies have been applied:

Income and Expenditure

Both income and expenditure are accounted for on the accruals basis. The primary source of income shown in the financial statements consists of levies from NHSBA Contractors in respect of that period.

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that effect the amount reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be

Taxation

Any surplus arising from the activities on its non-mutual activities is subject to corporation at the current rates.

Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

Going concern

The committee members consider that there are no material uncertainties about the committee's ability to continue as a going concern. In forming their opinion, the committee members have considered a period of one year from the date of signing

2 Employees	2024 Number
Average number of persons employed by the company	<u>6</u>
3 Debtors	2024 £
Other debtors	<u>32,121</u>
4 Cash at bank and in hand	2024 £
Current Account	18,223
Deposit Account (Allocated Funds)	298,835
	<u>317,058</u>
5 Creditors: amounts falling due within one year	2024 £
Trade creditors	16,817
Other taxes and social security costs	2,664
Other creditors	26,725
	<u>46,206</u>

Community Pharmacy Staffordshire and Stoke on Trent
Notes to the Accounts
for the period from 1 July 2023 to 31 March 2024

6. Summary of Attendance and Expenses by LPC Member July 2023 to March 2024

	Jul-23	Aug-23	Oct-23	Nov-23	Jan-24	Mar-24
Lucy Dean	✓	✓	✓	✓	✓	✓
Raj Morjaria	✓	✓	✓	✓	A	✓
Andrea Hawkins	✓	A	✓	✓	A	✓
Chris Ward	✓	✓	✓	✓	A	✓
Jonathan Bridgett	✓	A	A	R	R	⊖
Jeet Patel	✓	✓	✓	✓	✓	✓
Indy Grewal	✓	A	X	✓	✓	A
Lee Ison	✓	✓	✓	✓	✓	S
Eleanor Lawton	✓	✓	✓	✓	✓	✓
Alex Zahorodhijy	✓	✓	S	✓	✓	A
Hema Morjaria		✓	S	✓	✓	A
Simon Hay	✓	✓	S	✓	✓	✓
Tania Cork	✓	✓	✓	✓	✓	✓
Gillian Mason		✓	N/A	N/A	N/A	N/A
Helen Watton	✓	✓	✓	✓	✓	✓
Ashwin Patel		-	-	-	✓	✓

Notes

Members were in position for the full period July 2023 to March 2024 unless otherwise noted above.

**Community Pharmacy Staffordshire and Stoke on Trent
Detailed profit and loss account - Total
for the period from 1 July 2023 to 31 March 2024**

	2024 £	Levy - 2024 £	Other - 2024 £
Income	587,326	204,204	383,122
Gross Surplus	587,326	204,204	383,122
Administrative expenses	(287,580)	(189,705)	(97,875)
Operating Surplus	<u>299,746</u>	<u>14,499</u>	<u>285,247</u>
Interest receivable	3,227	-	3,227
Surplus on ordinary activities before taxation	<u>302,973</u>	<u>14,499</u>	<u>288,474</u>

**Community Pharmacy Staffordshire and Stoke on Trent
Detailed profit and loss account - Total
for the period from 1 July 2023 to 31 March 2024**

	2024 £	Levy - 2024 £	Other - 2024 £
Income			
Allocated Funds	305,638		305,638
NHSBSA Monthly Levy	204,204	204,204	
Other Operating Income	77,484		77,484
	<u>587,326</u>	<u>204,204</u>	<u>383,122</u>
Administrative expenses			
Staff costs			
Wages and salaries	83,541	83,541	
Employers national insurance	3,077	3,077	
Pensions	1,548	1,548	
	<u>88,166</u>	<u>88,166</u>	-
General administrative expenses:			
Telephone and internet costs	872	872	
Travel Costs	263	263	
Officers Expenses	1,476	1,476	
CP Services Coach Expenses	1,268		1,268
Staff Training and Welfare	1,902		1,902
Insurance	333	333	
Subscriptions	31	31	
Software	208	208	
Sundry expenses	210	210	
	<u>6,563</u>	<u>3,393</u>	<u>3,170</u>
Legal and professional costs:			
Accountancy fees	868	868	
Advertising and PR	165		165
Other legal and professional	210	210	
	<u>1,243</u>	<u>1,078</u>	<u>165</u>
Meeting costs			
Meeting Costs	139	139	
Members Meeting	8,444	8,444	
	<u>8,583</u>	<u>8,583</u>	-
Levies & licences			
CPE Levy	88,485	88,485	
CPCS Costings	17,056		17,056
PharmaOutcomes Licence Payments	77,484		77,484
	<u>183,025</u>	<u>88,485</u>	<u>94,540</u>
	<u>287,580</u>	<u>189,705</u>	<u>97,875</u>