



Date: 25th June 2025

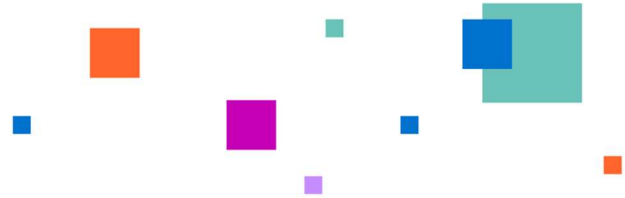
Venue: Dean and Smedley - Burton

Time: 9.30am to approx. 5pm

Morning Group Work

Purpose	ENC	Lead	Status	Start	End
Arrival, coffee and networking		all	CLOSED	9:30	10:00
Services Engagement Officer's report	ENC 1	LI	OPEN	10:00	
CPE update	ENC2	LF	CLOSED	10:30 confirmed	11:00
Subgroup work <ul style="list-style-type: none"> Finance and Audit <ul style="list-style-type: none"> Pay review End of Year Project funds check Governance <ul style="list-style-type: none"> Pay review Policies Review dates of policies Communications <ul style="list-style-type: none"> Comms strategy & RACI matrix Plan on a page re-visit Incentivation rules MP letters 	Enc 3 ENC4 ENC5a,b		CLOSED	11:00	1pm

LUNCH 1 – 1:30pm



Business agenda (AFTERNOON)

Purpose	Action	Enc	Lead	Status
---------	--------	-----	------	--------

STANDING ITEMS 1:30pm – 2:45pm

Welcome, apologies,
We welcome Contractors and Observers to the non-confidential sessions of our meetings.

*Where an elected or appointed member of the Committee has been absent from **three consecutive ordinary meetings** of the Committee to which the member was summoned, the Committee shall invite an explanation and declare the seat vacated, unless satisfied that the absence was due to reasonable cause. A member disqualified for non-attendance shall not be eligible to be appointed or elected to the Committee for the remainder of the Term of Office of the Committee.*

Declarations of interests

Approval of minutes from previous meeting and [Competition Law](#) approval

Matters arising from previous minutes

Review of logs

- Action log
- RACI
- Document review dates

Subgroup reports

- Finance and Audit
- Governance
- Communications

any
confidential
items are for
the morning
session and
closed part of
the meeting

Commissioners and Stakeholders update

- ICB/CPCL (time TBC)

Chair
open

Information

6

Chair
EL

open

Information

Chair

open

Information

[TEAMs](#)
[TEAMs](#)
[TEAMs](#)

Chair

open

Chairs of
subgroups

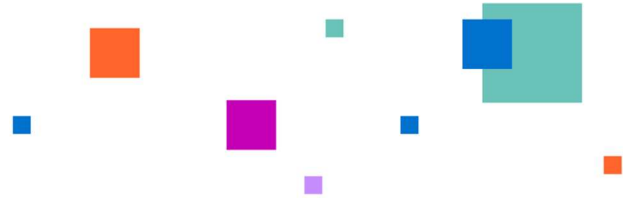
open

ST
Sam Travis

open



	Information & discussion			
Chair's report Chief Officer's report Treasurers report	Information & discussion	7 <u>TEAMS</u>	LD TC AH	
<u>LOCAL BUSINESS - DISCUSSION ITEMS</u> 2:45pm – 4pm				
Reducing Waste - Community Pharmacy	Information & discussion		TC	open
Self assessment – break out session (30 minutes)	discussion		LD/TC	open
ICB changes	discussion	8	TC	open
PNA – update	discussion		TC	open
CRISPs final report and future work	discussion	9	TC	open
SOT flu voucher scheme	information		TC	open
Comfort/coffee break – 10minutes				
<u>POLICY AND ADVISORY - INFORMATION ONLY</u> 4:10pm – 4:15pm				
CPE - Our Meetings - Community Pharmacy England (cpe.org.uk) a. patient safety update b. All Age Palliative & End of Life Care Strategy c. Midlands Clinical Senates Annual Report d. Clinal Senates summary of reviews report e. GPhC 'Our Vision 2030'		10 a,b,c,d,e		open
<u>Closed Meeting</u> 4:05pm – 4:30pm				
Market Entry				



<ol style="list-style-type: none"> 1. No significant change relocation to Cobridge Community Health Centre, Elder Road, Stoke On Trent, ST6 2JN by Medi-Zen Healthcare Services Ltd 2. pharmacy at Fraser House, 75 Upper Gungate, Staffordshire, B79 8AX will be operated by Apothecary Aesthetics Ltd 3. Northwood Dispensing Chemists Limited at 88 Main Road, Brereton, Rugeley, WS15 1DU will be operated by Northwood Plus Limited 4. Change of ownership application for Northwood Dispensing Chemist Ltd at 23 High Street, Chasetown, Walsall, WS7 3XE by Medicate Pharma Ltd 5. No significant change relocation to Rising Brook Health Centre, Merrey Road, Stafford, ST17 9LY by SNJ Health Ltd – GRANTED 6. Change of ownership application for Bestway National Chemists Ltd at 396 New Street, Biddulph Moor, Stoke-on-Trent, ST8 7LR by Prestford Limited- GRANTED 7. No significant change relocation to 15 Station Road, Codsall, Wolverhampton, WV8 1BX by Roshban Limited 8. Change of ownership application for Bains Trading Limited at 160-162 Hednesford Road, Heath Hayes, Cannock, WS12 3DZ by Bains Trading Limited 	update	TEAMS	TC	closed
Confidential matters/issues	information		Chair/ TC	closed
CCA, IPA questions Q2 LPC Focus Areas and Reporting Questions April - June 2025 Survey	discussion		CCA members	closed
END OF MEETING 4:30pm				



Review of actions			AH/TC	
AOB			Chair	
Meeting effectiveness <ul style="list-style-type: none"> Did we achieve the outcomes required? Did we uphold the Nolan principles? Any learning and how we can improve going forward. 			Chair	
close				

Date, times and venue for next LPC meeting

Date	time	Venue	chair
Wednesday 25th June 2025	9.30	Dean and Smedley	LD
Wednesday 10th sept 2025	9.30	Dean and Smedley	LD
Wednesday 12 th Nov 2025 +AGM	9.30	Thea Pharma, Keele	LD