**North Staffs & Stoke Pharmacy Committee**

xxxxJanuary 2020

Thea Pharmaceuticals Offices,

IC5, Keele university

**LPC work 10am to 12noon - LPC Business meeting 12:15 – 16:30**

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|  | ***Morning agenda*****Coffee**Group (1) GPhC premises fee increase – consultation <https://surveys.pharmacyregulation.org/s/gphc-draft-2020-fees-rules/?utm_campaign=gphc%20fees&utm_source=mailchimp&utm_medium=email>Group (2) look at Comms Strategy and assess any missing information (ENC a and b) | 9.3010am | Please arrive prompt |  |
| **Business Agenda item** | Item description | ENC/verbal | Decision/ information/To note/ approval | Item Presenter |
|  | Welcome, Introductions (if appropriate) Apologies | verbal | To note | Chair |
|  | Governance / Declarations of Conflicts of Interest  | verbal | To note | chair |
|  | Confirmation of Quoracy | verbal | To note | chair |
|  | Approval of minutes from previous meeting  | ENC 1 | approval | chair |
|  | Competition law approval |  | approval | EL |
|  | Matters Arising from minutes |  | information | chair |
|  | Action sheet | ENC 2 |  |  |
|  | Finance report and Bond payroll for wages | verbal | discussion | TC |
| **Business Agenda item** | Item description | ENC/verbal | Decision/ information/To note/ approval | Item Presenter |
|  | Meeting with Simon Dukes  | verbal | Discussion | TC |
|  | The Review | ENC 3a/b | discussion | NA/TC |
|  | CPCS  |  verbal | Discussion  | TC |
|  | PCN – update-supporting the appointment/s of a PCN Pharmacy Lead/s -Considered reimbursement for PCN Leads to cover meeting attendance, in recognition that £640 is a relatively small sum? -If so, How is this reimbursement being funded?-Development support and/or leadership training to PCN Leads?-How to facilitate communication between contractors and PCNs | ENC4 | Discussion | TC/NA |
|  | Pharmacy Quality Scheme  |  | Discussion | TC |
|  | Services updateSubstance misuse in StaffordshireTCAMsMUR-SkypePharmacy First ENTMECs |  |  |  |
|  | Report from Simon Hay | ENC 5 | Discussion | TC |
|  | Comms meeting | ENC 6 a/b | Discussion  | RN/EP/TC |
|  | Meeting attended | ENC7 |  |  |
|  | events | ENC8 a/b | To note | TC |
|  | **Closed meeting** |  |  |  |
|  | 1. Change of hours for of Trentham Pharmacy FE560, 17 Werburgh Drive, Trenham, Stoke on Trent, ST4 8JT.
2. Change to the opening hours of Queen Street Pharmacy, Queen Street, Stoke on Trent, Staffordshire, ST6 3EG.  Effective date 4 March 2019.
3. Inspire pharmacy – change of location previously at Unit 10 Croft Industrial Estate, Newcastle under Lyme, Staffordshire, ST5 0TW will start to provide pharmaceutical services from Unit 18 Croft Industrial Estate, Newcastle under Lyme, ST5 0TW on 29th November 2019.
 | Verbal | To note/discussion | TC |
| 19 | AOB  |  |  | Chair |

**If you are unable to attend, please forward your apologies to**

##### Tania Cork 07779362017 or taniacork@northstaffslpc.co.uk

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| **DATE/TIME OF NEXT MEETINGS:** |  |
| **DATE TIME VENUE** | **CHAIR** |
| Tuesday 24th March | Morning session for subgroups 10am – 12.30 LPC meeting 1.00pm-4.30pm  | Thea Pharmaceuticals Offices,  IC5, Keele university  | NA |
| Tuesday 19th May | Morning session for subgroups 10am – 12.30 LPC meeting 1.00pm-4.30pm  | Thea Pharmaceuticals Offices,  IC5, Keele university  | NA |
| Tuesday 28th July | Morning session for subgroups 10am – 12.30 LPC meeting 1.00pm-4.30pm  | Thea Pharmaceuticals Offices,  IC5, Keele university  | NA |
| Tuesday 29th September | Morning session for subgroups 10am – 12.30 LPC meeting 1.00pm-4.30pm  | Thea Pharmaceuticals Offices,  IC5, Keele university  | NA |
| Tuesday 24th November | Morning session for subgroups 10am – 12.30 LPC meeting 1.00pm-4.30pm  | Thea Pharmaceuticals Offices,  IC5, Keele university  | NA |