



Full Committee Meeting Minutes

19th March 2025 - 0900 to 1600

Location: Zoom - Remote

Members present:

- James Nicholas (Chair) **(JN)**
- Peter Whitaker (Co Chair) **(PW)**
- Mila Burke (Treasurer) **(MB)**
- Steph McKinnon **(SM)**
- Greg Dziedzicki **(GD)**
- Elin Palmer **(EP)**
- Olivia Morton **(OM)**

Apologies:

- Shital Patel (Vice Chair) **(SP)**
- Charlie (Sarbjit Jhooty) **(SJ)**
- Nicola McKay **(NM)**

Officers in Attendance:

- Michelle Allen (Chief Officer) **(MA)**,
- (afternoon attendance - Yvonne Lamb (Operations Manager) **(YL)**,

1. Chair welcome and introductions **(JN)**

2. Declarations of Interest – None received.

3. Minutes of last Meetings

The minutes from the last FCM were discussed and ratified.

Action - (CL)to upload to website.



4. Matters Arising

- CCA report. **Action – JN & PW to complete**

5. CCA, NPA, IPA updates

NPA have given contractors notice that industrial action can commence from the 1st April if no further progress is made on the new pharmacy contract. Action can include withdrawing supplementary hours, charging for deliveries and MDS.

6. Treasurers Report

- Finances and budget 25/26 were discussed. A full vote on budget. 7 received in favour plus 2 proxy votes received in favour.
- Discussion on potential to move funds to high interest accounts observing the protection of the FSCS 85K scheme.
- **Action – further investigation on possible accounts (MN)**

7. Closed Committee discussion on Officer hours took place.

8. Guest Speaker – Tess Dawoud (Community Pharmacy Clinical Lead)

Tess gave the Committee an update on the current position of the IP pathfinder sites and the immediate future plans and next steps.

9. LPC Self- Evaluation

Michelle gave an update on the current position of the self-evaluation and the Committee suggested points to be added to the strategic plans to ensure these are in line with the ICB strategy and the Nuffield Trust 'Vision for Community Pharmacy'

Action - Governance sub committee to progress document. Further discussion at the next Exec meeting. (MA, NM, SP)

10. AOB

None

11. Meeting Dates

Full Committee 9am – 4pm

Wednesday 14th May 2025 – TBC

Wednesday 16th July 2025 – TBC

Wednesday 17th September 2025 - TBC

Exec 9am Zoom

Wednesday 23rd April 2025

Wednesday 19th June 2025