

Agenda for the Meeting of Community Pharmacy Norfolk & Suffolk

Wednesday 17th September 2025, Diss Business Hub, Hopper Way, Diss IP22 4GT

This meeting is sponsored by Scope. They have had no involvement in the development of the agenda and will only be present for their session between 10:10-10:20

Committee Members			
Nick Smith (NS) Ind		Mike Hebron (MH) CCA	
Chris Ball (CB) Ind		Mel Peet (MP) Ind	
Anil Sharma (AS) Ind		Greg McCarthy (GM) CCA	
Guppy Kular (GK) Ind		Ashley Parker (AP) CCA	A
Junchao Jiang (JJ) IPA		Jainaba Njie (JN) CCA	
Simon Ingham (SI) Ind	A		
Officers			
Tony Dean (TD)		Lauren Seamons (LS)	
Charlotte Bowles (CFB)		Myra Battle (MB)	A
Kristina Boulton (KB)	A		

Agenda Item			Presented by
10.00–10.10am	1.	<p>Welcome, Introductions & Apologies for Absence</p> <p>We will be joined this morning by Nicki Joy, Regional CPPE Tutor, and at lunchtime by Sharon Gardner from N&W ICB. This afternoon's agenda has been shortened to accommodate the AGM at 3 pm. Apologies have been received from Ashley and Simon</p> <p>Declarations of Interest</p> <p>Please could Members review declarations and highlight any changes.</p>	Chair

10.10– 10.20am	2	Presentation from our sponsor, Scope.	Nisha Badwal
10.20– 10.30am	3	Review of Action Log, Strategic Plan and Budget	LS/CB
10:30– 11.10am	4	Confirm AGM plans, Contractor survey, and Contractor engagement. Contractor Survey: completion Revisit face-to-face contact/visits by the Committee & supporting paper	All
11.10am– 11.30am	5	Sub-Groups sessions: <ul style="list-style-type: none"> Governance Sub-Committee Members: Gregg, Simon, Jainaba (3) Finance Sub-Committee Members: Chris, Nick, Ashley (3) Update. Revised Finance Guide v4 Sept 2025 Confirm VirtualOutcomes decision Market Entry Sub-Committee Members: Mel, Guppy, Mike, Junchao, Anil (5) No decisions required. Please see update report in papers. 	
11.30am– 12 noon	6	CPPE Update	Nicki Joy CPPE Regional Tutor
12.00– 12.30pm	7	Community Pharmacy England Update & Support Planning <ul style="list-style-type: none"> Pressures/Funding Survey Support– discussion 	Anil Sharma
12.30pm– 1.15pm		LUNCH	
1.15pm – 1:35pm	8	Integration Project Update Proposal for support for October Pharmacy First Campaign– posters/social media boost	CB LS

1:35pm– 2.00pm	9.	ICB/Commissioning Matters <ul style="list-style-type: none"> • ICB Restructuring Update • Bank Holiday Rota • N&W Cancer Service • Flu (Adult, and Children’s) Service Update • NCC Smoking Cessation PGD Service • Healthera/EConsult & PF Referrals • Pencycle scheme 	Sharon/All
2.00– 2.40pm	10.	Integrated Neighbourhood Teams etc. What are they, where are we? SWOT/Risk–Benefit Implications for LPC/representation, and commissioning models etc. Agree some core Principles.	TD/LS/CB Breakouts
2.40– 2.45pm	11.	CCA Questions	
2.45– 2.50pm	11.	A.O.B. Contractor Questions LPC Conference – 25 th November, London	Chair
3.00pm– 3.45pm		Annual General Meeting of CPNS <ul style="list-style-type: none"> • Presentation of the Annual Report • Message from Janet Morrison • Review of the Financial Statement • Questions • Vote 	Exec Team
Date & Venue of Next Meetings: Wednesday 26 th November 2025, Diss Business Hub Wednesday, 21 st January 2026, Diss Business Hub Wednesday, 18 th March 2026, Diss Business Hub Wednesday, 20 th May 2026, Diss Business Hub Wednesday, 22 nd July 2026, Diss Business Hub			