



Northamptonshire and Milton Keynes Local Pharmaceutical
Committee

Report and Accounts 2019-2020

Northamptonshire and Milton Keynes LPC
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Chairman's Report

I was delighted to be voted in as Chair of Northamptonshire and Milton Keynes LPC following Sue Snelling's resignation in July 2020, and hope I can lead the committee going forward in keeping with the high standards that were maintained in the past. I would like to thank Sue for her time as Chair and the leadership and support she gave to the Chief Officer and committee members.

I am not new to this committee and previously held the position of Vice Chair after a restructure in 2014. Our committee members are a supportive and strong team, and I look forward to working with them.

This year we could not have foreseen the Covid pandemic and the challenges this has thrown upon all health-care professionals. I can fully appreciate the huge pressures put upon community pharmacy after having covered in branches myself during March and April. Our pharmacy staff were forced to deal with the public's panic around medicines supply and at the same time their own fears and safeguards around prevention of contracting the virus themselves. The LPC was forced into dealing with a very different set of contractor queries such as Shielded Deliveries, PPE supplies and Covid testing, and we hope that we managed to meet your expectations.

As a committee, we have learnt how to continue to support our contractors via socially distanced methods. Even the IT wary members of the committee are now proficient in the use of 'Zoom' and 'Team Viewer' as a way to hold a productive meeting and we hope to continue to do this in the future.

I would like to thank all our committee members for their energy and support over the past year. We are fortunate to have members who have a great understanding of the Pharmacy Contract and Commissioned Services and we have drawn down on these skills regularly.

I would like to thank our Treasurer, Amrit Minhas, who has kept our finances tightly under control and has reported that we now have some surplus in the account. Some of this surplus is due to the decreased cost of committee and other meetings as a result of Covid, and we are confident that we can continue to keep contractors levies down to a minimum whilst giving value for money.

Our Chief Officer, Anne-Marie King is a great asset to our LPC and works tirelessly to support our contractors. She liaises closely with all key stakeholders and neighbouring LPCs, and I look forward to working with her going forward. One such planned work stream is the employment of a Services Engagement Officer after securing funds to cover this role. We are currently strengthening our links with the County Council teams and formalising the job description before it is advertised. Our other work streams include the Flu Vaccination service which is nearly upon us, support to achieve the PQS payments which this year are separated into two parts, and the potential changes to the PSNC and LPC structure as a result of the review conducted by David Wright.

I would like to wish you all the best and thank you for your hard work during these strange circumstances. There are some major changes ahead of us and we would like to reassure you that we will strive to offer you the best support possible going forward.

Carolynne

Carolynne Freeman

Chair, Northamptonshire and Milton Keynes LPC



Chief Officer's Report

We did not foresee the impact the coronavirus pandemic would have on our daily lives, with many feeling the pressure to keep their business and home afloat during this difficult time.

You stepped up to the plate and weathered the storm. You kept your doors open and for that accessibility communities were grateful. You embraced new ways of working to ensure that the healthcare needs of the population were met. I am so proud to represent our sector and fortunate to have a great team supporting me.

For the LPC, forming strategic alliances is as important as ever. We moved from a state of rapid action into one of recovery and are now working towards a new normal. I endeavour to find leverage in these partnerships. This can be through collaboration, as was the case working with Northamptonshire Fire and Rescue to facilitate deliveries of prescriptions or in forming a partnership built out of having a shared vision for example in effective communication with commissioners. The latter is firmly on the LPC radar as we reset over the next few months working within our refreshed strategic development statement. You can view the document here: <https://psnc.org.uk/northamptonshire-and-milton-keynes-lpc/strategic-plan/>

The NHS Community Pharmacist Consultation Service (CPCS) launched on 29th October 2019 as an Advanced Service.

The service, which replaced the NUMSAS and DMIRS pilots, connects patients who have a minor illness or need an urgent supply of a medicine with a community pharmacy. There are plans to extend the service and further involve pharmacists in the clinical arena. This, together with participation in all services available, can go some way to replacing lost income for some of you.

In the coming year, the LPC hope to recruit a Services Engagement Officer to further help you seize opportunities to deliver. The traditional role of the community pharmacist as the healthcare professional who dispenses prescriptions written by doctors has changed. In 2020/21 we will see community pharmacists developing clinical services in addition to the traditional dispensing role to allow better integration and team working with the rest of the NHS. The LPC are ready to support you; please continue to challenge us, there is a wealth of knowledge within your committee.

Anne-Marie

Anne-Marie King

Chief Officer, Northamptonshire and Milton Keynes LPC



Treasurer's Report

The Northamptonshire & Milton Keynes LPC accounts (attached) were independently examined and drawn up by ES IT & Accounts Services LTD. Once again, we are grateful for their support.

The current assets for Northamptonshire & Milton Keynes LPC as of 1st April 2019 were £98,483 and closing March 31st 2020 were £135,315.

We received £168,000 from our contractors. This was achieved through the statutory levy, which was a fixed income of £14,000 pcm across our 177 contractors.

It was decided at the outset of the year to raise the levy to £14,000 pcm. This decision was based on the budget, and the incoming and outgoings of the previous year, and was discussed regularly at meetings. It was to ensure that the committee continued to run with the necessary reserves. This level has now been met and surpassed, and the committee is now very keen to look for ways for managing this excess in a way in which the contractors are benefited the most.

Other income for the year includes the £11,000 Pharmacy Integration Fund sum, which was successfully secured, and some of which has been used for the initiation of Primary Care Network activities throughout the area, thus allowing for the PCN criteria in the 2019/20 PQS to be met.

Current assets also includes the HLP funds from both Northamptonshire and Milton Keynes councils, which we continue to hold, and are ring fenced to employ a Services Engagement Officer on a year contract. The sum of the funds held from Northamptonshire and Milton Keynes equates roughly to £20,000 and £6000 respectively.

Amrit

Amrit Minhas,

Treasurer, Northamptonshire and Milton Keynes LPC

Northamptonshire and Milton Keynes Local Pharmaceutical Committee

Report and Accounts

31 March 2020

Northamptonshire and Milton Keynes Local Pharmaceutical Committee
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For The Year Ended 31 March 2020

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Northamptonshire and Milton Keynes Local Pharmaceutical Committee
Detailed profit and loss account
for the year ended 31 March 2020

| | 2020 | 2019 |
|--|----------------|----------------|
| | £ | £ |
| Income | | |
| Sales | 177,333 | 144,000 |
| Other income | | 6,550 |
| Sales | <u>177,333</u> | <u>150,550</u> |
| Expenditure | | |
| PSNC Levy | 55,325 | 55,325 |
| Chief officer & Secretarial | 54,486 | 54,986 |
| Honoraria | 1,500 | 1,940 |
| Office Costs | 2,831 | 2,007 |
| Travelling expenses | 1,152 | 831 |
| Bank charges | 436 | 701 |
| Staff training and welfare | 2,956 | 3,720 |
| Facilities hire & catering | 2,100 | 2,190 |
| Locums Costs | 18,540 | 14,943 |
| Depreciation | - | 573 |
| Accountancy fees | 1,296 | 1,420 |
| HMRC CT | 29 | 24 |
| | <u>140,651</u> | <u>138,660</u> |
| Excess of income over expenditure | <u>36,682</u> | <u>11,890</u> |

Northamptonshire and Milton Keynes Local Pharmaceutical Committee
 Balance Sheet
 as at 31 March 2020

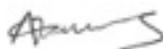
| | Notes | 2020 £ | 2019 £ |
|---|-------|----------------|---------------|
| Current assets | | | |
| Cash at bank and in hand | | 141,162 | 101,855 |
| Creditors: amounts falling due within one year | 4 | (5,847) | (3,372) |
| Net current assets | | <u>135,315</u> | <u>98,483</u> |
| Net assets | | <u>135,315</u> | <u>98,483</u> |
| Reserves | | | |
| Profit and loss account | | 135,315 | 98,483 |
| Reserve | | <u>135,315</u> | <u>98,483</u> |

The financial statements were approved by the Committee on 22.08.20 and were signed by:-

Chairman Signed



Treasurer



Northamptonshire and Milton Keynes Local Pharmaceutical Committee
Notes to the Accounts
for the year ended 31 March 2020

1 Accounting policies

Accounting Convention

The financial statements have been prepared under the historical cost convention.

Turnover

Turnover represents project income and levies receivable from the Business Service Authority.

2 Nature of Organisations

The Northamptonshire Local Pharmaceutical Committee is an unincorporated organisation established and recognised under section 44 of the National Health Service Act 1977 and consolidated in section 167 of the National Health Service Act 2006.

3 Taxation

The gross interest receivables by the Committee for the year is £150.00 (2019 - £126) and is taxable at the small company's corporation tax rate of 19% - £29.00 (2019 - £24)

4 Creditors: amounts falling due within one year

| | 2020 | 2019 |
|------------------------------------|--------------|--------------|
| | £ | £ |
| Taxation and social security costs | 2,183 | 2,035 |
| Other creditors | 3,664 | 1,337 |
| | <u>5,847</u> | <u>3,372</u> |

**Northamptonshire and Milton Keynes Local Pharmaceutical Committee
Accountant's Report**

**Report of the Accountants to the Committee of
Northamptonshire and Milton Keynes Local Pharmaceutical Committee**

In accordance with your instructions, we have prepared the unaudited financial statements from the accounting records of the Northamptonshire Local Pharmaceutical Committee and information and explanations supplied to us.

ES IT and Accounts Service Limited
Accountants & Business Advisers

Premier House
43-45 Sanders Road
Finedon Rd Ind Estate
Wellingborough, Northamptonshire
NN8 4NL

21 August 2020