DRAFT LETTER TO LOCAL COUNCILLORS

Dear [Councillor]

Congratulations on your election this May. [LPC] represents community pharmacies in your area and we would like to invite you to visit one of them at your earliest opportunity. The visit will allow you to see first-hand all the work local pharmacy teams do for people in your ward.

As you may know, community pharmacies are located at the heart of local communities and many people rely on them not only to receive vital medicines and support with using them, but also for advice on minor conditions and help to stay healthy or manage long-term conditions. We would be delighted to show you some of the ways in which we are helping the communities you represent, and to talk about the ways in which we would like to do even more for them.

We had in mind [xx pharmacy] at [address]. The pharmacy is providing a range of services which are highly valued by those who use it, in particular [insert services e.g. minor ailments advice, smoking cessation advice, etc].

[Possible sentence for returning councillors: We have very much appreciated your support for community pharmacy in the past, and we think this would be a valuable opportunity to update you on the latest developments and how pharmacies in [ward/LPC] are managing.]

We will of course take photographs and promote the visit on social media, and we would also like to invite the local press to showcase your support for a highly valued team of health professionals on the high street.

Please contact me on the details below so we can begin organising a pharmacy visit or, if you cannot spare the time, we would be happy to brief you on local pharmacy issues. I look forward to hearing from you in due course.

Yours sincerely,

[LPC]