



Community Pharmacy Devon
(previously Devon Local Pharmaceutical Committee)
Annual Report 2024
Incorporating Annual Accounts
April 2023 - March 2024

LPC Vision

Community Pharmacy fully integrated within the Devon Health and Social Care System

LPC Mission

To inspire Community Pharmacy to become the first place in the community that people seek out for their Health and Wellbeing needs

Our Aims

- To support Community Pharmacy to deliver the Community Pharmacy Contractual Framework
- To support Community Pharmacy to be fully integrated with the local Primary Care Networks
 - Develop and deliver seamless integrated services with Community Pharmacy at its heart to deliver the local Health agenda
- To be seen and appreciated as a vital, valued health care provider by the public, commissioners and partners
- Highlight the value of Community Pharmacy in helping to address inequality in localities

Chair's Report for the Devon LPC 2023-24

How to begin an annual review for a year in which the whole face of Community Pharmacy has changed. The introduction of one service has in my opinion begun a revolution across the profession.

Pharmacy First must be seen as a major talking point, not everyone will have the same thoughts or agree about the implementation or remuneration, but what is universally agreed is the change it is bringing about.

In the last 12 months we have seen huge alterations in the pharmacy landscape, changes in ownership, closures, reduction in opening hours. All this has tested the resilience of our pharmacy teams and as I would expect they have often risen to this challenge with all the care and professionalism we have come to know pharmacy for. At the time of writing the Secretariat and I are engaged in some promising initial conversations around resilience planning with the ICB as we are all too aware of the pressures in the sector.

I believe our voice is being heard louder now at the healthcare table, representation has and continues to improve at both a PCN and ICB level. As contractors I hope that you are benefiting from the cohesive messaging that is emanating from the PCN leads, a lot of work behind the scenes has resulted in a great group of PCN leads championing innovative collaborative working.

As the first cohort of students are due to arrive in Plymouth for the new MPharm degree it is an exciting time for the area, with the hope this will in time alleviate some of the workforce pressures that are still prevalent across the County. Funding is still available for Pre-registration Trainee Pharmacy Technicians; this has been integral in improving the level of technicians available in the sector. With the increased role being offered to them they will become an even more integral part of the pharmacy team. HEE funding has also continued for IPs, with the Teach and Treat programme from Derriford being recognised as an exemplar. IP pathfinder sites have commenced and there are promising results from these already, further increasing our good reputation in the healthcare sector as the provider of choice for minor ailments.

The Secretariat team deserve the thanks of all of us. Sue, Leah, Kathryn, Sasha, David and Kelly work tirelessly to ensure the smooth running of Community Pharmacy Devon. The knowledge and expertise within the team is the foundation of our success. A lot of work goes on behind the scenes to ensure contractors and therefore our patients are kept at the front of the healthcare agenda.

Once more I wish you all well for what I'm sure will be another challenging year. What I do know, and I hear about, is the fantastic work that is going on in Devon supporting our patients. I hold onto the belief that our patients are the most important thing to us and remain as our first line of sight.

I am constantly inspired by the levels of care within our teams, I wish everyone well for the forthcoming year and look forward to supporting you in whatever way I can.

Rachel

Rachel Fergie
Chair Community Pharmacy Devon (formerly known as Devon LPC)

Chief Officer's Report for the Devon LPC 2023-24

In July 2023 we saw the start of the newly appointed Community Pharmacy Devon committee, when we welcomed both returning and new members. As recommended by the national Review Steering Group (RSG) and to reflect the changes made by Community Pharmacy England (CPE), we implemented the change to be recognised as Community Pharmacy Devon as the local voice of community pharmacy. The committee also agreed to adopt CPE branding identity.

We welcomed Ciaran McCaul, Andrew Jones and Robert Senga as newly appointed CCA members, and Jackie Lewis as elected independent representative. Andrew Howitt stood down as Chair and CCA member owing to changes in his role.

I would like to take this opportunity to thank Andrew for his excellent Chairing over the years and for his valued support and encouragement both to the committee and to the Secretariat team here.

Rachel Fergie was voted in as the new Chair of the Community Pharmacy Devon committee, Matt Robinson as Vice Chair and Ron Kirk as the Treasurer. The committee also established a Governance Sub Committee as recommended by the RSG. The Governance Sub Committee now intends to meet regularly to have oversight of the governance arrangements for the committee. As already highlighted in this report, we have found ourselves facing significant changes and challenges within our Devon system, seeing closures and divestments of community pharmacies, relocations and consolidations. In areas where we have seen larger numbers of closures there has of course been a corresponding increase in workload for the remaining pharmacies.

As a team we have provided support to new pharmacy owners and Leah Wolf, Service Engagement Lead, created a new contractors' pack "Welcome to Devon" that includes information about the county, the commissioners, local services with relevant contact information and contacts. These packs are taken out to the pharmacies on pharmacy visits to help us with building our own relationships with our members and to identify any areas where we may need to signpost to additional support.

We continue to review market entry applications of which we have received a considerable number over the past twelve months, including relocations, changes of ownership, changes in hours of opening, new applications etc. We also receive a large number of enquires into the office on a daily basis as well as arranging and supporting relevant training events and workshops across Devon. The latter are always well received, both online and face-to-face. For those people who prefer the online training approach, Community Pharmacy Devon has also funded access to the Virtual Outcomes training platform for a further year which means that all of the community pharmacy teams in Devon are able to access this resource free of charge.

Within the environment of funding cuts and increased workload and pressures, the autumn of 2023 saw a new Pharmacy Quality Scheme come into play. Tom Kallis ran a virtual training session and we kept our pharmacy teams up to date on requirements via our regular newsletter, emails and deadline tracker that is produced once a month with reminders about forthcoming deadlines and opportunities.

Another key achievement has been the ongoing recruitment and development of Community Pharmacy PCN leads across the Devon PCNs. These important leadership roles are recognised by NHS Devon and we have successfully secured regional funding to continue these roles. Their focus has been on promoting the pharmacy services to help support integration of community pharmacy

and also they had the opportunity to participate in a funded training programme provided by Captivating Training Solutions.

We are fortunate in Devon to have access to the Devon Teach and Treat pilot which aims to support community pharmacists working in Devon to achieve their independent prescribing qualification by providing access to suitable supervisors and clinical environments. This pilot has thus far seen 10 community pharmacists achieve their independent prescribing qualification with two further cohorts planned for the next university intakes. Community Pharmacy Devon is a member of the steering group that oversees this project which has received national acclaim.

We are also a key local partner in the nationally funded Independent Prescribing Pathfinder initiatives. NHS Devon was successful in bidding for the national project and was awarded eight sites focusing on minor illness and pain management. At the time of writing Devon has three out of eight pharmacies that have gone live focusing on minor illnesses.

February 2024 saw the start of Pharmacy First. We have supported our contractors with training events including a session on consultations and note taking; access to Virtual Outcomes for team training, printed resources and membership of the NHS Devon Pharmacy First Implementation Group. Virtually all of our pharmacy owners in Devon have signed up for the service.

One of our training initiatives for Pharmacy First included working with our neighbouring Committees in Cornwall and Somerset to commission hands-on practical training from ECG Healthcare which ran across the three counties. The sessions were very successful and fully subscribed.

The implementation of Pharmacy First has not been without its difficulties and we continue to work hard with our PCN Community Pharmacy leads, practices, pharmacies and the ICB to resolve county wide or local issues in an attempt to help provide solutions to issues raised. CPDevon continues to keep Pharmacy First as one of our key priorities to work on.

As a representative committee, we take part in national or regional Community Pharmacy England events, have regular meetings with the regional NHS Pharmacy Team, with the ICB, the acute trusts and local authority commissioning teams. We are also a key member of the Devon wide Pharmaceutical Needs Assessment (PNA) steering committee which covers the whole county; you can expect to see newly published PNAs from April 2025. This will be an important workstream for us going forwards as we have seen considerable changes in our contractor base over the past 12 to 18 months.

We continue to highlight the challenges that are being faced by our pharmacy teams both locally and nationally, and as NHS Devon starts to work within its new structure very much hope that we can work much more closely together to support community pharmacy in Devon.

Sue Taylor
Chief Officer

Devon PCN Community Pharmacy Integration Leads

Over the past year, the PCN Integration Leads have made significant strides in advocating for Community Pharmacy within Devon. We have focused on securing funding, providing support, and enhancing leadership and networking opportunities. These efforts have been instrumental in driving our services forward and setting a foundation for future success. Importantly, the key role of the leads has been recognised, and funding has been secured for 2024/25.

Securing places for every lead in the ONE Devon Leadership Programme last autumn was a pivotal step. This initiative provided opportunities for networking and building trusting relationships with general practice and PCN colleagues, enhancing collaboration and developing leadership skills. Due to its on-the-ground success, a future joint leadership development programme for GP, PCN, and Community Pharmacy is being explored. In the meantime, we are fortunate to have our in-house leadership training developed by Tom Kallis. The ONE Devon restructure is still ongoing, so we missed out on hosting our full-day conference with key stakeholders. This is something we will explore with Lynette Roberts of Captivating Solutions in the future.

Networking has become vitally important in making our voice heard, challenging misconceptions, and spreading positive messages. Across Devon, our leads have organised well attended sessions within their PCNs and localities to bring team members from all roles together to promote understanding and improve the patient journey. These will continue throughout the next year alongside meetings and visits to other stakeholder groups such as PPG111. Not stopping at just being active in Devon, representatives have also attended parliamentary sessions, and a conference hosted by the Chief Pharmaceutical Officer.

Aligning national and local priorities has proven beneficial, particularly in cardiovascular disease. This has been demonstrated through our involvement in CV drop-in sessions, developing patient pathways, and hypertension case-finding outreach work. The leads are keen to obtain resources and develop a 2025 calendar of outreach opportunities. This has become a priority area where all primary care can work together.

The main challenge this year has been demonstrating the outcomes of our extensive efforts, primarily due to the significant focus on relationship building. Initially, we developed a matrix, which we plan to revisit. Recently, we restructured the PharmOutcomes report to incorporate more outcome-based measures. Our next goal is to examine the Collaborative Working Scheme in Wales to identify any insights that can be applied in Devon.

Looking ahead, we remain committed to fostering collaboration, enhancing services, and advocating for the vital role of Community Pharmacy within Devon. With the continued support of our stakeholders and the dedication of our leads, we can be confident in our ability to achieve even greater success in the coming year. Together, we will continue to innovate, inspire, and improve the health and well-being of our communities.

Kelly Holman
Project Pharmacist

Service Development Lead Report

I can hardly believe it's been a full year since my last annual update. Reflecting on the past 18 months, what started as a tentative step into a new side of pharmacy has quickly evolved into full steam ahead with several exciting projects.

Let's begin with some of the positive changes. A significant achievement was ensuring that pharmacies in Torbay were paid for the work they had been doing in relation to supervised consumption. Following a change in budget responsibility in Torbay, there was a six-month period where it appeared that no funding was associated with the scheme. Upon reviewing the data, I quickly identified the issue and ensured it was rectified, with backpay sent to those affected. This led to deeper discussions about service provision by local authorities in Devon and Torbay. With the local service contract up for review, we successfully negotiated an uplift in all services offered in pharmacies. This sparked further conversations about what additional services could be offered, including discussions around Naloxone and emergency hormonal contraception (EHC).

The launch of Pharmacy First has also been a significant development, strengthening relationships with the NHS 111 service provider and general practice, and emphasizing the importance of PCN (Primary Care Networks) leads and expert-led training to support pharmacists and their teams. This is a crucial service, and I recognize the need to revisit it to develop more resources. I'm pleased to report that we have achieved 98% sign-up! Additionally, relationships with the NHS 111 call centre personnel have been established to ensure the right level of referrals into community pharmacies, helping to build confidence in the services we offer. While this has been a positive move for pharmacy, it has been frustrating that I haven't been able to support you better in achieving the £1,000 payment for meeting the monthly threshold requirements. Unfortunately, at the time of writing the only data we can access is based on the claim data and therefore three months out of date when we receive it. Devon remains the only system with an ICB (Integrated Care Board) dedicated team focused on Pharmacy First with links to the Devon Local Medical Committee (LMC), but the lack of access to current data makes these meetings very challenging.

Please know that I have been advocating for a streamlined referral pathway, although this has yet to come to fruition.

My focus has been on how I can best support you in maximizing the benefits of both the NHS and local service contracts. In this regard, I've made valuable connections for the hypertension case-finding service to engage community pharmacies in outreach events. So far this year, events at Sandy Park Rugby Stadium in Exeter and the Exeter City Football Club have been successful, setting the stage for future events in Torbay and Plymouth, where we hope to engage people from all walks of life. These initiatives showcase the value of the services you offer in community pharmacy.

Additionally, it has been agreed that mandatory training for Emergency Hormonal Contraception (EHC) in Devon and Torbay is no longer required, acknowledging the value of your clinical knowledge and importance of your time. Work is still underway in Plymouth to support the adoption of a similar approach. However, Plymouth has removed the upper age limit for provision of EHC and are committed to ensuring no female is turned away.

Working closely with the specialist sexual health teams across Devon, there is a keenness to enable local "Walk In My Shoes" events with them, so stay tuned for information about forthcoming events near you.

Over the past year, I've also focused on highlighting the hard work and dedication you all demonstrate daily. To that end, I've collaborated with our ICB colleagues to ensure community pharmacy receives the recognition it deserves, with the role of pharmacists being featured on bus stops, buses, signage, and the NHS Devon GP bulletin.

Other work this year has included reigniting the local Blood borne viruses (BBV) initiative that we looked at a few years ago but was halted over the COVID period. While progress has been slow, it remains a priority, and we've recently injected fresh energy into it with the involvement of a specialist pharmacist being recruited to the team at Derriford Hospital. Lessons have been learned from previous attempts to launch this service, and while our pace may be more measured, we are still moving forward—so watch this space!

Looking ahead, I will continue to refine and extend our current local service models, ensuring that the associated funding provides value to you as contractors, especially with several local contracts up for renewal. My ongoing focus will be on changing the narrative around community pharmacy and, with the support of our PCN leads, making strides in areas where we have historically encountered resistance.

Lastly, I want to acknowledge the challenges you've faced on the ground this year. You have done an incredible job, delivering healthcare services to your communities in extremely challenging environments. I know it can feel relentless with new demands constantly arising, but your hard work does not go unnoticed. Thank you for your continued dedication and resilience

Leah Wolf, Service Engagement Lead

Summary of CPD events 2023-24 held virtually and face to face.

Table 1: Workshops

Annual Contractors meeting	16 October 2023
Mental Health CP Update – Plymouth	18 April 2023
Mental Health CP Update - Exeter	24 April 2023
Hypertension Event for Plymouth pharmacies	27 April 2023
Discharge Medicine Service Masterclass – Torbay	5 July 2023
Discharge Medicine Service Masterclass - Exeter	12 July 2023
Flu Vaccination training and Basic Life Support	23 June 2023 am and pm sessions
Flu Vaccination training and Basic Life Support	30 June 2023 am and pm sessions
Pharmacy Quality Scheme Online	13 September 2023
EHC Online	19 September 2023
Pharmacy First Training – Hands On – Plymouth	26 February 2024
Pharmacy First Training – Hands On – Redruth	4 February 2024
Pharmacy First Training – Hands On – Ilminster	11 February 2024
Pharmacy First ENT Training – Exeter	11 March 2024
Constructive Structure and Note Taking Techniques	20 February 2024

Control of Entry

The consideration of applications is very onerous on our time and takes a lot of time and commitment to ensure that every application receives a fair consideration by the committee and that these considerations are provided to the NHS England in a timely fashion.

Table 2: Pharmacy contractual applications considered by the committee during 2023-24

Type of application	Total Number of applications	Total number granted	Appeals	Oral Hearing	Opened by 31/03/24
Distance Selling	1	1		1	1
No significant relocation	4	4			1
Application offering unforeseen. benefits	4				
Application offering to meet identified current need	2				
Application offering to meet an identified future need					
Consolidations	3	3			3
Change of ownership	38				
Closure (including consolidations)	11				
Totals	63	8			5

Members Attendance at Committee meetings

Members of the committee (listed in Table 4) are required to attend the CPDevon meetings regularly as well as provide input and attend meetings on behalf of CPD and local contractor and other roles.

Table 4. Members of Committee during 2023 - 24

Committee Member	Area Represented	Elected or appointed
Mike Charlton		CCA Appointment
Rachel Fergie	Teignbridge/Torbay	AIMp Appointment
Andrew Jones (wef 1/7/23)	Plymouth/Torbay	CCA Appointment
Ron Kirk	Plymouth	Elected Independent
Jackie Lewis (wef 1/7/23)	East Devon	Elected Independent
Ciaran McCaul (wef 1/7/23)	Teignbridge	CCA Appointment
Ronak Maroo (wef 1/11/23)	East Devon	Elected Independent
Robert Nsenga (wef 1/7/23)	Plymouth	CCA Appointment
Sian Retallick (Also CPE Rep for SW)	Plymouth/Torbay	Elected Independent
Matt Robinson	Plymouth	CCA Appointment

Table 5. Devon LPC Meeting Attendance 2023 - 24

Committee Member	Elected or appointed	Attendance/ Possible
Mike Charlton	CCA Appointment	6/8
Rachel Fergie	AIMp Appointment	8/8
Andrew Jones	CCA Appointment	4/6
Ron Kirk	Elected Independent	6/8
Jackie Lewis	Elected Independent	5/6
Ciaran McCaul	CCA Appointment	5/6
Ronak Maroo	AIMp Appointment	3/3
Robert Nsenga	CCA Appointment	3/6
Sian Retallick (Also CPE Rep for SW)	Elected Independent	6/8
Matt Robinson	CCA Appointment	4/8

**COMMUNITY PHARMACY DEVON
FORMERLY KNOW AS
THE DEVON
LOCAL PHARMACEUTICAL COMMITTEE**

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 MARCH 2024**

Easterbrook Eaton Limited
Chartered Accountants
Old Fore Street
Sidmouth
Devon
EX10 8LS

KEY INFORMATION

Chairman:	Rachel Fergie:
Vice Chairman:	Matthew Robinson:
Treasurer:	Ron Kirk:
Chief Officer:	Sue Taylor:
Office:	Partridge House, A38, Kennford, Exeter EX6 7TW
Accountants:	Easterbrook Eaton Limited: Chartered Accountants Old Fore Street Sidmouth Devon EX10 8LS
Bankers:	Lloyds Bank 309 Market Place Reading Berks

PRINCIPAL ACTIVITIES AND COMMITTEE

Community Pharmacy Devon (CPDevon) is a Local Pharmaceutical Committee (“LPC”) acting in the role of a local NHS representative organisations. The functions and procedures are set out in our Constitution which can be accessed at <https://devon.communitypharmacy.org.uk/about-us/lpc-governance/>

All members have continued to adhere to corporate governance principles adopted by the Committee and the code of conduct.

COMMITTEE STATUS

The committee conducts its affairs in accordance with the accepted principals of good governance, in particular preparing and publishing an annual budget, and completing with the principles set out in “Guidance on LPC Governance” published by Community Pharmacy England.

All members have continued to adhere to corporate governance principles adopted by the Committee and the code of conduct.

The Committee is holding monies for specific projects, which are held in the Allocated Funds Account. The allocated funds are ringfenced with CP Devon acting as custodian, and details of any monies spent are sent to the authority the money came from. They are not part of the LPC levy income.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS TO THE MEMBERS OF DEVON LOCAL PHARMACEUTICAL COMMITTEE YEAR ENDED 31 MARCH 2022

Respective responsibilities of Committee Officers and Examiner

The Committee’s Officers are responsible for the preparation of the account records and financial statements as set out in the Constitution. The Committee’s Officers consider that an audit is not required for this year and that an independent examination is needed.

It is our responsibility to:

- Examine the accounting records
- Prepare Financial Statements for the Committee, and
- State whether particular matters have come to our attention.

Basis of Independent Examiners Statement

Our examination includes a review of the accounting records kept by the Committee and a comparison of the accounts prepared with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation from the members concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently we do not express an audit opinion on the accounts.

Independent Examiner’s Statement

In connection with our examination for the year to 31 March 2023, no matters have come to our attention.

(1) Which give us reasonable cause to believe that in any material respect the requirements:

- To keep accounting records, and
 - To prepare accounts which agree with the accounting records.
- Have not been met: or

- (2) To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Adrian Coombe FCA
Easterbrook Eaton Limited
Chartered Accountants
Old Fore Street, Sidmouth, Devon. EX10 8LS



**COMMITTEE OFFICERS' RESPONSIBILITIES TO THE FINANCIAL STATEMENTS
COMMUNITY PHARMACY DEVON (Formerly DEVON LOCAL PHARMACEUTICAL COMMITTEE)
YEAR ENDED 31 MARCH 2024**

Committee Officers' Responsibilities in Relation to the Financial Statements

The committee officers are responsible for preparing the Report of the Committee Members and the financial statements in accordance with applicable law and regulations.

The committee members are required to prepare financial statements for each financial year. The committee members have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Practice (United Kingdom Accounting Standards and applicable law), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. The committee members must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the committee and of the surplus or deficit of the committee for that period.

In preparing these financial statements, the committee members are required to:

- a) Select suitable accounting policies and then apply them consistently;
- b) Make judgements and accounting estimates that are reasonable and prudent;
- c) Prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the committee will continue in operation.

The committee members are responsible for keeping adequate accounting records that are sufficient to show and explain the committee's transactions and disclose with reasonable accuracy at any time the financial position of the committee. They are also responsible for safeguarding the assets of the committee and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The committee members are responsible for the maintenance and integrity of the financial information included on the committee website' Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The committee members confirm that so far as they are aware, there is no relevant information with the committee's examiners are unaware. They have taken all the steps that they ought to have taken as committee members in order to make themselves aware of any relevant information and to establish that the examiners of the accounts are aware of that information.

Signed on behalf of the Committee officers:



.....
Sue Taylor

18th September 2024
.....

COMMUNITY PHARMACY DEVON (Formerly known as THE DEVON LOCAL PHARMACEUTICAL COMMITTEE)

Notes to the Financial Accounts for the year ending 31 March 2024

1 Accounting Policies

With the exception of some disclosures, the financial statements have been prepared in compliance with FRS102 Section 1A and under the historical cost convention. The financial statements are prepared in sterling. The financial statements present information about the committee as a single entity. The following principles have been applied.

Income and Expenditure

Both income and expenditure are accounted for on the accruals basis. The primary source of income shown in the financial statements consists of levies from NHSBSA Contractors in respect of that period.

Income has been categorised into its relevant areas. Bank interest is shown gross and corporation tax is payable on this investment income.

Expenditure has been categorised into such elements as will enable the members to better understand the typed of expenditure that offsets the income in the period.

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements required management to make judgements, estimates and assumptions that affect the amount reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Depreciation

Assets are capitalised where they cost over £100 and are expected to last for a number of years.

Depreciation is calculated on a straight line basis on computer and office equipment, and furniture and fittings, at the following rates:

Computer and Office Equipment	-25%
Furniture and Fittings	-20%

Taxation

Any surplus arising on the non-mutual activities, and on bank interest is subject to corporation tax.

Pension Costs

Pension costs paid in the year are charged to the income and expenditure accounts. Details are shown in the notes on the accounts.

Financial Instruments

The committee only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like other debtors and creditors. Financial assets and liabilities are recognised when the LPC become a part to the contractual provisions of the instrument.

Debtors and Creditors

Basic financial assets and liabilities including trade debtors, other debtors and creditors, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of future receipts discounted at a market rate of interest.

Going Concern

The committee members consider that there is no material uncertainties about the committee’s ability to continue as a going concern. In forming their opinion, the committee members have considered a period of one year from the date of signing the financial statements.

2. Employees

Staff costs are shown in the income and expenditure accounts
The average number of monthly persons employed during the year was 5 (2023: 5)

3. Pension Costs

Pension costs are expenses in the year as shown on the income and expenditure accounts.

4. Governance Costs

Costs for the examination of the accounts amounted to £840 (2022: £840).

5. Debtors	<u>31.03.2023</u>	<u>31.03.2024</u>
	£1,200.00	£1450.0
6. Creditors	<u>31.03.2023</u>	<u>31.03.2024</u>
Other creditors and accruals	£840.00	£1,020.00
Corporation Tax	£302.10	£880.27
Other taxation	£3,213.14	£3,531.17
	<hr/>	<hr/>
	£4,355.24	£5,431.44

7. Related Party Transactions

£6,047.00 was paid for committee members to attend meetings and travel during the year (2023 £2,609.00)

Treasurer's Report – Ron Kirk

Members of the committee are required to attend CPDevon meetings regularly as well as attend meetings on behalf of the Committee and contractors. Operating under Nolan Principles, CPDevon considers that members carrying out duties on behalf of pharmacy contractors should not be out of pocket. CPDevon operates within a robust Accountability and Governance Framework that is regularly monitored.

Community Pharmacy Devon is funded entirely by contractor levy. In respect of income, the contractor levy for Devon has again remained unchanged at 15p per £100 (0.015%) of net ingredient cost and this sum is collected monthly from all contractors and remitted to CPDevon by the Prescription Pricing Authority (PPA)

A budget is prepared annually and Community Pharmacy Devon carried out a zero based budgeting process at the end of March 2023.

Income

- The PPA income received by the CPDevon for 2023-24 showed an increase on the previous year.
- Some additional monies are received unconditionally from the pharmaceutical industry when working in partnership with the CPDevon, in particular, support training and educational events for pharmacists and pharmacy staff, CPDevon meetings and our Annual General meeting (AGM). In total, for the year ended March 2024 the CPDevon received £4,050.00 in respect of educational grants.
- No Income was received for specific projects is shown as a separate line from general sponsorship.

Expenditure

- Committee Members Expenditure – A decision was made to hold the majority of CPDevon meetings via TEAMS rather than face to face.
- The levy paid to Community Pharmacy England increased by £10,000.00 and will increase by a further £15,000.00 in the next financial year.
- Due to staff changes and reduction in working days the salaries reduced by £12,869.
- Following the move to Partridge House from Deer Park in February 2022, the cost of rent has decreased by £5,969.85

For the year ending 2023-24, the LPC had a surplus of income over expenditure for the year of £32,246.27. The bank balance at the year-end was £198,784.67. CP England recommend that each LPC hold a reserve equivalent to six months turnover, so our balance is in line with that recommendation.

My thanks go to the Officers and committee members for their ongoing support and governance of the finances of CPDevon. I am always happy to answer any financial queries from contractors at any time and a full set of accounts can be viewed on request.

Ron Kirk, LPC Treasurer

**COMMUNITY PHARMACY DEVON (formerly known as DEVON
LOCAL PHARMACEUTICAL COMMITTEE)**

MAIN INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

<u>Income</u>	Year Ended 31 March 2023	Year Ended 31 March 2024
PPA Levies	293,211.70	311,545.35
Bank Interest	1,3785.78	4,633.15
Sponsorship	4,325.00	4,050.00
Grants & Specific project support income	0.00	0.00
Local Optical Committee	0.00	0.00
Total Income	<u>298,312.48</u>	<u>320,228.50</u>
<u>Expenditure</u>		
LPC Members Expenditure		
Locum & Travel Expenses	2,252.78	6,165.75
LPC Meeting Expenses	1,325.60	1,235.60
Contractor Support - Events	5,424.85	5,566.26
	<u>9,003.23</u>	<u>12,967.61</u>
PSNC		
Levy	73,238.00	83,159.72
PSNC workshops		0.00
	<u>73,238.00</u>	<u>83,159.72</u>
Secretariat Expenses		
Staff Costs		
Staff Salaries and Professional Support inc: Tax, NI & Pensions	172,881.45	159,962.24
	<u>172,831.45</u>	<u>159,962.24</u>
Office Expenses		
Rent	15,567.85	9,598.00
Computer Hardware & Software, support, broadband & mobiles	10,384.03	10,717.62
Printing	1,760.67	1,839.84
Postage	1,926.84	1,927.43
Stationery	604.10	708.27
LPC Office Equipment & maintenance	443.52	632.23
	<u>30,687.01</u>	<u>25,423.39</u>
Other Expenditure		
Accountancy & Professional Charges	2,291.40	1,800.00
Bank Charges	297.00	314.70
Subscriptions	35.00	35.00
Insurance	650.86	1,077.83
Corporation Tax on Gross Interest	261.44	880.27
Secretariat Business Costs	1,447.25	2,361.47
Staff Training	0	0.00
	<u>4,982.95</u>	<u>6,769.27</u>
Total Expenditure	<u>290,742.64</u>	<u>287,982.23</u>
Net Surplus of Income over Expenditure for the year	<u>8,169.84</u>	<u>32,246.27</u>

**COMMUNITY PHARMACY DEVON (Formerly known as DEVON
LOCAL PHARMACEUTICAL COMMITTEE)**

MAIN BALANCE SHEET AS AT 31 MARCH 2024

	<u>31.03.23</u>	<u>31.03.24</u>
Assets		
Lloyds's Bank Account		
LPC Current 4102069	59,958.13	88,428.45
Lloyds Deposit Account	<u>97,723.07</u>	<u>102,356.22</u>
Debtors	1,200.00	1,450.00
Creditors	4,355.24	5,431.44
Total Current Assets	<u>154,566.66</u>	<u>186,813.23</u>
NET CURRENT ASSETS	£154,556.96	£186,803.23
Represented By		
Community Pharmacy Devon Accumulated Funds		
Bought Forward	146,387.12	154,556.96
(Deficit)Surplus for the Year	<u>8,169.84</u>	<u>32,246.27</u>
Total Community Pharmacy Devon Funds	154,556.95	186,803.23
Total Accumulated Fund carried forward	<u>£154,556.96</u>	<u>£186803.23</u>