



**Community Pharmacy Devon**  
**(former Devon Local Pharmaceutical Committee)**

**Annual Report 2024-2025**

**Incorporating Annual Accounts**

**April 2024 – March 2025**

**Community Pharmacy Devon is the statutory body that represents  
pharmacy contractors providing NHS community pharmacy services in the  
county of Devon**

## **Our Vision**

That Community Pharmacy is 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

The healthcare landscape has once again proved challenging over the last 12 months, with Community pharmacy often at the receiving end of patient's frustrations. Teams have shown exemplary fortitude and perseverance in dealing with this and still showing the same remarkable level of patient care.

The new contract has seen some improvements in remuneration for contractors but as discussed, this falls woefully short of what is required. We look forward to the new contractual negotiations beginning at a national level. The new structure of the NHS as revealed by the Health Secretary has led to a further period of unrest in the Devon ICB that is yet to be fully resolved. This in turn makes the commissioning landscape more challenging than ever.

Areas that have been exciting and that the secretariat and committee have been involved in heavily are publicity and MP engagement. At a national meeting of Community Pharmacy Chairs, I was able to speak with three of our local MPs and discuss the ever-present spectre of funding.

Across the county we have had visits from multiple MPs to our pharmacies, and several have raised points in parliament and raised our profile in the house. Steve Race (MP for Exeter) sits as the Chair of the All-Party Pharmacy Committee.

I was privileged to recently be involved in a BBC Spotlight interview, along with Phil Dawes one of our local independent contractors, regarding the funding crisis. This reached a national audience.

The seven Clinical Pathways of Pharmacy First are now embedded as a service; work is still to be done on the other aspects involved in the complete service. Minor Illness is an area requiring further commitment. Several PCN leads have worked hard to enhance the offering around the Pharmacy Contraception Service, and this is now resulting in GP practices sending almost all contraception requests via community pharmacy in some areas, great collaborative working. It is vital that pharmacies engage with all services that are available, we must show that we are ready, willing and able to provide the best patient care in different formats as the landscape continues to evolve.

Conversations surrounding resilience have made some progress with the ICB providing the funding for our inaugural Community Pharmacy Conference and also contributing towards a coaching and mentoring programme soon to be available.

I reported last year about the beginning of the MPharm course at the University of Plymouth, run in conjunction with the University of Bath, I am pleased to say I met with Lyn Hanning, director of the course earlier this week and the initial year has been very successful. A further intake begins this Autumn and an innovative 'foundation' type year (not to be confused with the Foundation year completed at the end of degree study) will also commence. Several pharmacies across both Devon and Cornwall have hosted student placements and the University is looking forward to further developing these relationships.

Once more the secretariat team deserve our thanks, the work behind the scenes is often underrated as they seek to get the best deals for us or ensure we are represented fairly to other healthcare professionals. Sue, Leah, Kathryn, Sascha, David and Kelly keep Community Pharmacy Devon afloat and provide an invaluable service for us.

As the systems change once more around us one thing I can be reassured about is the level of excellent care that our pharmacies and teams will provide to our patients. I firmly believe that this cannot be rated highly enough, and I thank each and everyone for supporting that vision we have.

**Rachel Fergie**

**Chair Community Pharmacy Devon (formerly known as Devon LPC)**

## **Chief Officer's Highlights of the Year**

During year there has been a renewed focus on building relationships with NHS Devon, the local commissioners; and also working closely with our colleagues across the South-West Region and the South-West Collaborative Commissioning Hub. We continue to meet virtually on a regular basis to keep up to speed with what is happening locally, regionally and nationally and to keep our members informed of developments.

During 2024-25 NHS Devon did complete the Community Pharmacy Strategic Framework that continues to inform their ongoing work with community pharmacy, one element of which was to support a local resilience programme for pharmacy owners to tap into and the other to include local training initiatives. The committee agreed to run a Community Pharmacy Conference: Resilience in Action, taking place in September 2025. Planning for this event started in February 2025 so it straddles two years, but there has been so much work put into this it needed to be mentioned here.

A programme of one-to-one business coaching and mentoring to self-selected pharmacy owners who feel they would benefit from some support is being offered from the Autumn 2025.

Based on the same theme, the Secretariat team has provided one to one support to both new contractors and existing contractors where requested, in particular in areas where there have been ongoing issues with temporary pharmacy closures and pressures placed on the pharmacy network. When there are now new contractors coming into Devon we have created an information pack specifically containing information about Devon and also carried out a number of pharmacy visits

Many calls come into the office seeking answers to questions from claiming for services, to renewing Smartcards and NHS Mails, help with local relationships with both pharmacies and practices as well as contractual issues and pharmacy regs. It is safe to say that we never know what the next question is going to be especially on a Friday!

### **Communications and engagement**

This year we launched a new weekly news bulletin called the Weekly Dose highlighting key points of interest and local updates trying to keep it short and sweet; and to keep costs down in terms of postage and stationery. We know that there is an ongoing avalanche of information, advice and contractual requirements so we also produce a monthly deadline tracker to support compliance with deadlines in relation to the community Pharmacy Assurance Framework (CPAF), and other contractual requirements. We have also increased our presence on social media, primarily Facebook and LinkedIn to raise local awareness of the work of community pharmacy teams and Community Pharmacy Devon.

During 2024 working with our PCN Community Pharmacy Integration leads, the team produced credit card sized resources highlighting the Pharmacy First Service (clinical pathways), the NHS Blood Pressure Service and contraception service. These, along with public facing posters were delivered to local holiday parks and other relevant venues across Devon to promote the services.

We also highlight both local and national public health campaigns and help to raise awareness of the role that community pharmacy plays in supporting self-care and health promotion activities.

We continue to engage in local and national media campaigns to continue to raise awareness of the challenges facing community pharmacy.

### **Pharmaceutical Needs Assessments (PNA) and Control of Entry responses**

All three local authorities in Devon had to produce their new PNAs for 2025-2028 by the autumn 2025. Because of the number of pharmacy closures experienced in Devon over the last two to three years, the Health and Wellbeing boards all requested that these be completed earlier than originally scheduled. This meant we had to re-form the PNA steering group for the year with all three local authorities, Community Pharmacy Devon, representatives from the Devon Local Medical Committee and the ICB working together to ensure a consistent approach to the process and to avoid duplication of effort. The Plymouth and Torbay PNAs were both published in June 2025 following a year of work and preparation, and the Devon PNA will be presented to the Health and Wellbeing Board in September 2025.

The PNAs will inform ongoing market entry applications; Community Pharmacy Devon will always respond in a timely and consistent way to all market entry applications on which we are consulted.

### **Training Opportunities**

Community Pharmacy Devon has arranged a number of training events over the year, and facilitated CPPE and Sexual Health training working alongside the specialist sexual health providers. The latter has proved to be very popular with our pharmacy teams and we are anticipating the current approach of inviting pharmacists and technicians to the local clinic settings will continue. Tom Kallis again ran some highly popular sessions on Pharmacy First including Consultation Skills, and Community Pharmacy Devon commissioned a further practical hands-on training workshop with ECG Healthcare which was all about the ears!

The Committee also continues to fund the VirtualOutcomes training service which is available to all pharmacy teams in Devon. We would recommend that your staff are encouraged to log in on a regular basis particularly when there is a new training module advertised in our weekly news bulletins and on the website.

### **Integrated Working**

Apart from the obvious workstreams such as the award winning Teach and Treat service and the Independent Prescribing Pathfinder scheme, over the past year we have formed a formal association of Devon Representative Committees, comprising the Devon LMC, LPC, LOC and LDC, in other words the four primary care representative committees. Called the Devon MPOD, this association has been recognised by the Devon ICB and regular meetings are starting to be held with the ICB Primary Care Commissioning Team and members of the senior leadership team. We hope that this will strengthen our respective individual and collective positions in the new world of Neighbourhood Teams moving forward into the next phase for the NHS.

In November 2024 we worked together within the Devon MPOD team to prepare briefings for our Devon MPs and hosted a meeting in London with a number of MPs to highlight the significant challenges that all four provider organisations are facing into both nationally and locally. From our perspective we wanted to ensure that they understand the essential role of community pharmacy in supporting local patients and communities and the mounting pressures that they are facing into along with other primary care colleagues. We continue to have positive and constructive conversations with MPs and have arranged several visits to pharmacies over the year.

### **Stakeholder Engagement**

The committee continues to foster effective communication and collaboration in support of community pharmacy in Devon.

Key system meetings that we are currently members of include:

- Integrated Prescribing and Medicines Optimisation Board
- Integration Medicines Optimisation Committee
- Community Pharmacy Devon Advisory Board
- Pharmacy Alliance
- Pharmaceutical Needs Assessment Steering Committee
- Devon MPOD
- Local Care Partnerships (Southern, Western, Eastern, Plymouth)
- Pharmacy First Implementation Group
- CVD Devon System Board
- Medicines Safety Officers
- Devon Antimicrobial Stewardship Working Group
- Devon End of Life Steering Group

We also engage regularly with the South-West Collaborative Commissioning Hub and support our PCN Community Pharmacy Integration Leads in their engagement at locality and PCN level.

**The last word** ... as always, I would like to thank the team at the Secretariat for their ongoing hard work, support and commitment to doing the best we can to support Devon contractors and pharmacy teams and look forward as ever to the next challenging year.



## **Director of Strategy**

### **Uncertain times ahead but is a land of opportunity appearing over the horizon?**

We all are aware that the last few years have been particularly challenging for community pharmacy. The recent announcements regarding changes in the NHS structure, locally, regionally and nationally do create a degree of uncertainty on how we will be supported and the community pharmacy network developed.

The NHS 10-year plan does have many more mentions of community pharmacy than was historically the case and the three pivots towards prevention, community focus and digital all offer greater opportunity for us in the future.

We are now in a period when what that all means in terms of local delivery is being developed. Through that process we wish to ensure that community pharmacy is widely recognised as an integral part of the health infrastructure.

Key to this development will be the development of the Neighbourhoods; an intent to bring providers in an area together to better support the population they serve. It is intended that this will lead to closer working between system partners in a community. We will be involved in ongoing development, and it is likely you will notice in the medium-term discussions on how you may be involved in working with others to deliver care to your patients quite possibly in a different way to that we do today.

So how can you get yourself into a better position to capitalise on the future?

Although there is no current proposed national service for independent prescribing embrace it. Independent Prescribing provides a core skill that will enable the development of a wide platform of future service provision and capability to get involved in areas such as long-term conditions management; medicines optimisation as well as acute services all of which are likely to be developments for us in future. In the short term this can also enable a degree of self-determination in its enablement of private provision.

In terms of workforce mix, think about how you can create capacity for services delivery. The development of your team will be vital to this and skilling up members of the team, for example a pharmacy technician who not only can release a pharmacist to deliver services but increasingly deliver services.

Ensure we deliver consistently good quality – this will provide us with the strongest foundation for working with others and expanding our base of provision.

It feels like never ending change and I am afraid that situation will not change going forward for some time but we are in a period where there is the biggest shift in the way the NHS delivers care in a generation is occurring – Our involvement in shaping the future now will set our course for many years to come.

**David Bearman, Director of Strategy**

## **Professional Lead Update**

Over the past year, work has focused on developing service proposals in key clinical areas, including a Dermatology Service for managing childhood eczema, a Respiratory Inhaler Use Review Service, and an Atrial Fibrillation Service. Funding was successfully secured for the dermatology initiative. The other proposals underscored the importance of stronger collaboration particularly with the voluntary sector and a deeper understanding of population health management and health economics to support future bids.

Community Pharmacy has been actively represented at strategic meetings with the Devon Pharmacy Alliance, Medicines Safety Officers, Neighbourhood Health, and the local care partnerships (Western, Southern and Eastern), ensuring pharmacy perspectives are embedded in wider system discussions. Additional contributions included developing a Key Messages slide deck for use by the PCN leads and committee members to ensure consistency of messages. supporting PGDs, responding to numerous queries, and participating in engagement activities such as an MP visits, conference organisation, and ongoing communications via the CPD Weekly Dose and social media platforms. Work has also begun on developing podcasts as a new platform for sharing insights and reaching a wider audience.

Support has been provided to PCN pharmacy integration leads through meeting facilitation, shared learning opportunities, and introductions to key partners including Wellbeing Hubs, the Medicines Information Pharmacy Network, and the Devon Teach & Treat pilot. Planning is underway for a Quality Improvement Day, in collaboration with the University of Plymouth's School of Pharmacy, aimed at promoting innovation and professional development.

Our PCN pharmacy integration leads have continued to work tirelessly to build and strengthen relationships with general practice and wider PCN teams, with a clear focus on improving patient pathways and enhancing the quality of care. Their efforts have been instrumental in driving forward collaborative approaches to service delivery. As part of this ongoing development, the programme recently undertook a Reflect, Review & Refresh process to evaluate progress, identify opportunities for improvement, and ensure the team is aligned with the outcomes needed to secure future funding and sustain impact.

Finally, a sincere thank you to everyone working in community pharmacy this year. It's been a year of growing demands and complex challenges. Through it all, pharmacy teams have continued to show up with compassion, expertise, and unwavering dedication to their communities. Whether delivering care under pressure or simply offering a reassuring presence to patients, your hard work has not gone unnoticed. It's a reflection of the extraordinary effort, resilience, and heart that defines community pharmacy.

**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 12 months it seems really hard to put into words some of the work that has taken place. However, on reflection there does seem to be some really positive steps in what feels like an ever-changing environment that you are all operating in!

This year has seen significant progress in strengthening the role of community pharmacies across Devon. Through strategic collaboration, innovation, and advocacy, we have trialled new service pathways, expanded clinical offerings, and ensured pharmacy voices are heard at both local and national levels. I have successfully trialled a new digital referral pathway connecting community pharmacies for local and national services, improving patient access and continuity of care. Taking the feedback from the GPs who haven't wanted to support and engage in Pharmacy First to seeing pharmacies make some positive head way! While continuing to engage with new contractors across the network, fostering relationships and aligning service delivery with local health priorities.

It has been that time again when we have needed to go into negotiations with the local authorities and with that, I have led negotiations to revise fee structures for locally commissioned services, ensuring fair remuneration and sustainability. This year has seen the increase step up by an average of 7% with an annual review around the costing.

As a team we have been working with the ICB to submit multiple PGD proposals to the ICB, advocating for expanded pharmacy-led services and increased revenue streams. Ongoing changes within the local NHS structures has meant delays introduced into our discussions and negotiations despite best efforts but we continue to promote the benefits of community pharmacy services to the overall system within Devon.

As ever training plays a key role in Community Pharmacy and with that the sessions this year have been a coordinated delivery of specialist training sessions by subject matter experts, enhancing clinical confidence and service quality. These sessions have supported contractors in skill development, particularly around stop smoking interventions, with the varenicline PGD now in progress to enable direct dispensing.

In September 2024 work was undertaken to ensure pharmacy inclusion in the local "Know Your Numbers" campaign, addressing gaps that had previously been identified. With both NHS Devon and the local authorities taking note and actively wanting to engage with contractors to deliver, there have been some changes for this year. Documentation and also communications have been aligned across the county to ensure that the same opportunity is available to all contractors who wish to participate. This has led to a toolkit being made available for pharmacy teams to utilise.

I have also supported a vastly different approach to roll out of a new service and we now have five sites live with blood borne virus testing, supporting early detection and public health outcomes.

As already highlighted elsewhere in the report, I have facilitated MP visits to local contractors, amplifying the message around community pharmacy funding and its critical role in primary care. These visits have been held across multiple locations. Building on these relationships has meant that the MPs are now actively seeking our view.

In terms of local service commissioning, locally, one of our challenges has been the different approach to commissioning community pharmacy harm reduction services in Plymouth from the rest of Devon. There have been challenging but constructive conversations around needle provision, with the need to balance public health needs with operational realities.

This year's achievements reflect a commitment to innovation, collaboration, and advocacy while we are all working in a constantly changing landscape; however, there is a glimmer of hope. Looking forwards to 2025-26, I will continue to evaluate the impact of the new referral pathway ensuring that more pharmacies are achieving their national targets but also ensuring that the local networks are aware of the forthcoming changes on the horizon from the upcoming CPCF contract negotiations.

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 2024-25 held virtually and face to face.

**Table 1: Workshops**

Annual Contractors meeting	21 October 2024
Pharmacy First ENT Practical Skills – Exeter	2 March 2025
EHC Oral Contraception – Exeter	13 February 2025
Face to Face Update Training for Provision EHC and Oral Contraception	17 September 2024
Stop for life Devon Smoking Cessation training	12 September 2024
Contraception Training – Exeter	10 July 2024
Contraception Training – Plymouth	3 July 2024
Flu Vaccination Training – Exeter	23 June 2024
Get to grips with the new pharmacy services – Barnstaple	15 May 2024
Get to grips with the new pharmacy services – Exeter	21 May 2024
Get to grips with the new pharmacy services – Plymouth	22 May 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 2024-25**

Type of application	Total Number of applications	Total num granted	Appeals	Oral Hearing	Opened by 31/03/25
Distance Selling	0	0	0	0	0
No significant relocation	4				
Change of opening hours	11				
Application offering unforeseen benefits	6	2	1		1
Application offering to meet identified current need	1		1		
Application offering to meet an identified future need	1		1		
Consolidations	1	1			
Change of ownership	16				
Closure (including consolidations)	3				
<b>Totals</b>	<b>43</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>1</b>

## Members Attendance at Committee meetings

Members of the committee (listed in Table 4) are required to attend the Community Pharmacy Devon 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 2024 - 25**

<b>Committee Member</b>	<b>Elected or appointed</b>
Rachel Fergie	IPA Appointment
Lisa Jago	CCA Appointment
Andrew Jones	CCA Appointment
Ron Kirk	Elected Independent
Jackie Lewis	Elected Independent
Ciaran McCaul	CCA Appointment
Ronak Maroo	IPA Appointment
Robert Nsenga	CCA Appointment
Sian Retallick (Also CPE Rep for SW)	Elected Independent
Matt Robinson	CCA Appointment

**Table 5. Devon LPC Meeting Attendance 2024 - 25**

<b>Committee Member</b>	<b>Elected or appointed</b>	<b>Attendance/ Possible</b>
Mike Charlton	CCA Appointment	6/8
Rachel Fergie	IPA Appointment	8/8
Lisa Jago	CCA Appointment	5/6
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	IPA 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 2025**

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 2025**

**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:

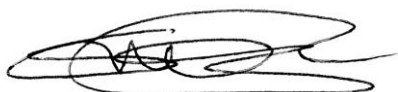
- a) Select suitable accounting policies and then apply them consistently:
- b) Make judgements and accounting estimates that are reasonable and prudent:
- c) Prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the committee will continue in operation.

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

1<sup>st</sup> September 2025

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

**Notes to the Financial Accounts for the year ending 31 March 2025**

**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 (2024 : 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 £1,140 (2024: £1,200).

## **5. Debtors**

	<u>31.03.2025</u>	<u>31.03.2024</u>
	£1,200.00	£1450.0
<b>6. Creditors</b>	<u>31.03.2025</u>	<u>31.03.2024</u>
Other creditors and accruals	£1,281.60	£1,020.00
Corporation Tax	£940.17	£880.27
Other taxation	£2,993.14	£3,531.17
	<b>£5,214.91</b>	<b>£5,431.44</b>

## **7. Related Party Transaction**

£10,383 was paid for committee members to attend meetings and travel during the year (2024 £6,047)

## **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 2025.**

#### **Income**

- The PPA income received by Community Pharmacy Devon for 2024-25 showed a small increase on the previous year.
- Some additional monies are received unconditionally from the pharmaceutical industry when working in partnership with Community Pharmacy Devon. In particular, support training and educational events for pharmacists and pharmacy staff, Community Pharmacy Devon meetings and our Annual General meeting (AGM). In total, for the year ended March 2025 Community Pharmacy Devon received £3,900 in respect of educational grants.
- No Income was received for specific projects as shown as a separate line from general sponsorship.

#### **Expenditure**

- Committee Members Expenditure – A decision was made to hold the Committee meetings face to face during the daytime. Evening meetings have been phased out.
- The annual levy paid to Community Pharmacy England by Community Pharmacy Devon increased by £10,000.00.
- Additional expenditure on IT was due to change of the Secretariat support contract from Bluegrass to CapTech. In addition, two invoices for payroll accountancy were paid in year, one at the beginning of April 2024, the other at the end of March 2025.

For the year ending 2024-25, the LPC had a deficit of expenditure over income for the year of £3,005.57. The bank balance at the year-end was £187,812.57.

My thanks go to the Officers and committee members for their ongoing support and governance of the finances of Community Pharmacy Devon. 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 2025**

<u>Income</u>	Year Ended 31 March 2025	Year Ended 31 March 2024
PPA Levies	311,696.95	311,545.35
Bank Interest	4,919.91	4,633.15
Sponsorship	3,900.00	4,060.00
Grants & Specific project support income	2,857.50	0.00
<b>Total Income</b>	<b><u>323,374.36</u></b>	<b><u>320,228.50</u></b>
 <u>Expenditure</u>		
<b>LPC Members Expenditure</b>		
Locum & Travel Expenses & Meeting Expenses	24,927.57	7,401.35
Contractor Support - Events	7,307.43	5,566.26
	<b><u>32,225.00</u></b>	<b><u>12,967.61</u></b>
 <b>PSNC</b>		
Levy	92,936.04	83,159.72
PSNC workshops		
	<b><u>92,936.04</u></b>	<b><u>83,159.72</u></b>
 <b>Secretariat Expenses</b>		
Staff Costs		
Staff Salaries and Professional Support inc: Tax, NI & Pensions	<b><u>165,214.48</u></b>	<b><u>159,962.24</u></b>
 <b>Office Expenses</b>		
Rent	10,080.00	9,598.00
Computer Hardware & Software, support, broadband & mobiles	13,091.22	10,717.62
Printing	1,668.11	1,839.84
Postage	1,740.14	1,927.43
Stationery	357.52	708.27
LPC Office Equipment & maintenance	24.01	632.23
	<b><u>26,961.00</u></b>	<b><u>25,423.39</u></b>
 <b>Other Expenditure</b>		
Accountancy & Professional Charges	2,718.95	1,800.00
Bank Charges	447.10	314.70
Subscriptions	0.00	35.00
Insurance	1,066.18	1,077.83
Corporation Tax on Gross Interest	899.51	880.27
Secretariat Business Costs	3,911.67	2,361.47
Staff Training	0	0.00
	<b><u>9,043.41</u></b>	<b><u>6,469..27</u></b>
 <b>Total Expenditure</b>	<b><u>326,379.93</u></b>	<b><u>287,982.23</u></b>
 Net Surplus of Income over Expenditure for the year	<b><u>(3,005.57)</u></b>	<b><u>32,246.27</u></b>

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

**MAIN BALANCE SHEET AS AT 31 MARCH 2025**

	<u>31.03.25</u>	<u>31.03.24</u>
<b>Assets</b>		

Lloyds's Bank Account		
LPC Current 4102069	80,568.40	88,428.45
Lloyds Deposit Account	<u>107,244.17</u>	<u>102,356.22</u>
<b>Debtors</b>	1,200.00	1,450.00
<b>Creditors</b>	5,214.91	5,431.44
	<u></u>	<u></u>
<b>Total Current Assets</b>	<u>183,797.66</u>	<u>186,813.23</u>
<b>NET CURRENT ASSETS</b>	<b>£183,797.66</b>	<b>£186,803.23</b>
<b>Represented By</b>		
<b>Community Pharmacy Devon Accumulated Funds</b>		
Bought Forward	186,803.23	154,556.96
(Deficit)Surplus for the Year	<u>(3005.57)</u>	<u>32,246.27</u>
<b>Total Community Pharmacy Devon Funds</b>	<u>183,797.66</u>	<u>186,803.23</u>
<b>Total Accumulated Fund carried forward</b>	<b><u>£183,797.66</u></b>	<b><u>£186,803.23</u></b>