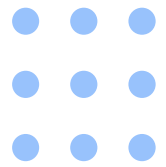




ANNUAL REPORT

2022 – 23

*Engage with the Future of
Community Pharmacy*



CPH Annual Report 2022-23

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Foreword from your CPH Chair and Chief Officer

Community Pharmacy Hertfordshire

Community Pharmacy Hertfordshire (CPH) is the Local Pharmaceutical Committee (LPC) and the statutory body representing community pharmacy contractors (240 pharmacy premises as at end of March 2023) within the geographical area of the Hertfordshire Health and Wellbeing Board.

CPH negotiates and discusses pharmacy services with commissioners and is available to give advice to community pharmacy contractors on existing and new services and can advise other stakeholders wanting to know more about community pharmacy.

CPH is funded by a statutory levy which NHS England (managed through the NHS Business Services Authority) is empowered by regulation to deduct from the remuneration paid to community pharmacy contractors.

To find out more about CPH or become involved with CPH please contact the [CPH office](#). CPH send out regular [weekly news](#) and aims to ensure that our [website](#) is as up to date as possible.

Acknowledgements

CPH remains representative of all our contractors in Hertfordshire and we would like to thank all the Committee members for their engagement. Three new independent representatives joined the Committee following an expressions of interest process: Mohamed Irfan Moledina, Vikash Patel and Sheelan Shah.

In the last year CPH has been led by Helen Musson as Chief Officer supported by Joint Deputy Chief Officers: Ingrid Cruickshank and Farhan Moulana and Business Officers: Sara Norwood and Lorna Girling.

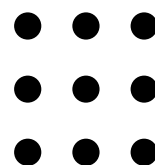
Ingrid Cruickshank retired in March 2023. We are indebted to Ingrid for not only her support as Deputy Chief Officer over the last five years but her work and support as a committee member for over 20 years. We wish Ingrid a very long and happy retirement.

Lorna Girling took up a new opportunity in March 2023 and left the organisation as Business Officer. We thank her for all her support during the last year and would like to wish her well in the future.

We would like to acknowledge and thank the CPH office team for their continued dedication and hard work.

“The pressures on you and your teams within community pharmacy is unsustainable. The way in which you continue to support your local community in spite of all the challenges you face is truly admirable. Community pharmacy is recognised and appreciated but this needs to translate into sustainable resources for the sector to enable you to continue to deliver the range of services that you do,

CPH will do everything we can to raise the challenges you face at a local level influencing local stakeholders and feeding back at a national level to ensure that the recognition for community pharmacy becomes sustainable resources in the future. Please do [get in touch](#) if you want to feedback or there's anything we can do get better.” *Helen Musson, Chief Officer, CPH*



Foreword from your CPH Chair and Chief Officer

The Year Ahead 2023/2024

CPH is very proud of the way in which community pharmacy conducts itself working relentlessly to support your local community despite huge financial challenges, workforce issues and continued medicines shortages. Whilst it may not always feel like it, the role of community pharmacy and all that you have to offer is recognised by stakeholders and other providers. CPH has continued to advocate on your behalf at both a national and local level regarding these issues.

In the last year we have focused on continuing to support the rollout of GP CPCS, engagement with the hypertension case-finding service and vaccinations in order to continue to demonstrate the value of community pharmacy and to bring you additional income for the work you often already undertake.

Support for implementation of national community pharmacy services will continue in 2023-24 if the Community Pharmacy Contractual Framework funding is adequate to sustain an increase in the number of items that are being dispensed, and the increased number of services within the same funding envelope. The expectation that community pharmacies can continue to deliver the same level of service, bearing in mind the substantial increase in fixed costs is unacceptable.

CPH plans to continue to ensure that community pharmacy is incorporated as a key collaborative provider within health and care ensuring that you are embedded as a key part of primary care. CPH has been working closely with the Hertfordshire and West Essex Integrated Care Board (ICB) to achieve this in 2022-23 which has led to partnership working in the key following areas:

- Community pharmacy representation and voice at key meetings such as the Primary Care Board and the Community Pharmacy Transformation Group recognising the pressures and the additional support that community pharmacy could play within the local system.
- Development of a resourced Community Pharmacy lead within each Primary Care Network (PCN).
- Development of a Urinary Tract Infection (UTI) Patient Group Direction (PGD) service pilot within Dacorum and Hertsmere localities.
- Development of an application to be part of a national Community Pharmacy Independent Prescribing Pathfinder within short timescales.

The relationship with the ICB will become more important as the responsibility for commissioning pharmaceutical services successfully transitioned from NHS England to Hertfordshire and West Essex from April 2023.

We realise that the commissioning environment changes often and it can be difficult to keep up with these changes. Please remember that a quick guide to key important contacts are available on our [CPH website](#).

A key focus for CPH in the last year has been meeting the requirements of the Transforming Pharmacy Representation (TAPR) Programme. CPH held a Special General Meeting (SGM) on 30 January 2023 where a new model constitution was approved. Full details regarding CPHs' approach to TAPR is available on the [CPH website](#). The work to embed the TAPR requirements will continue into 2023-24.

Rachel Solanki
Chair

Helen Musson
Chief Officer



Committee Update

Committee Update

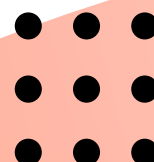
The committee consisted of 11 representatives

Name	Representative	Attendance at CPH meetings	Expenses Paid (for additional meetings other than CPH)
Karsan Chandegra (Treasurer)	Independent	6/6	£320*
Zahra Choudhry	CCA - Lloyds	6/6	£0
Sean Gage	CCA - Boots	6/6	£0
Girish Mehta	Independent	5/6	£0
Mohamed Moledina (joined June 2022)	Independent	5/5	£0
Vinesh Naidoo	CCA - Boots	5/6	£0
Parag Oza (Vice Chair)	CCA – Boots	6/6	£701.70*
Vikash Patel (joined March 2022)	Independent	6/6	£0
Sheelan Shah (joined June 2022)	Independent	5/5	£120
Rachel Solanki (Chair)	Independent	6/6	£642.30*
Suraj Varia	AIMp - Jade	4/6	£0

****Does not include honoraria paid to officers which is outlined separately on the finance annual statement.***

The Chief Officer incurred annual expenses of £140.92 and other staff within the CPH office incurred annual expenses of £270.07.

Four half day virtual CPH meetings and two full day face to face CPH meetings, where local stakeholder guests are invited were held in this period. Minutes from all meetings are available on our [website](#). We welcome community pharmacy contractor attendance at CPH meetings although we ask that you let us know in advance.



CPH Events

2022-23

CPH supported eleven contractor events in 2022/23 as outlined below.

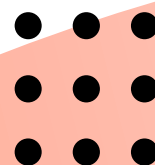
- ❑ NHS community pharmacy blood pressure check service (April 2022)
- ❑ Discharge Medicines Service (DMS) (June 2022)
- ❑ CPH AGM (July 2022)
- ❑ Hypertension case finding service (September 2022)
- ❑ MCA (October and December 2022)
- ❑ CPCS – GP referral: 2 events (November 2022)
- ❑ CPCS – NHS111 referrals (November 2022)
- ❑ Pharmacy Quality Scheme (PQS) (January 2023)
- ❑ CPH SGM (January 2023)

These events were well received and described as “helpful and a genuine support to contractors” and “realistic and stayed on topic”.

CPH regularly listens and acts on the comments received in relation to our meetings. CPH will continue to support meetings in 2023/24 for the benefit of community pharmacy contractors in Hertfordshire.

CPH regularly ensures that key local events are represented at or promoted for the benefit of local pharmacies to attend by working with key partners nationally and locally such as Pharmaceutical Companies, CPPE, Herts County Council, CGL, Public Health Hertfordshire and Health Education England.

- ❑ 7,323 (decrease of 1,047) used the [CPH website](#) during April 2022 – March 2023. 89% of these users were new visitors while only 11% were returning visitors. The majority of users accessing the website visited the about us page, followed closely by the national drug shortage information and COVID vaccination site pages.
- ❑ Sent 50 [CPH e-news](#) to approximately 700 subscribers
 - [Twitter](#): As end of March 2023: 1,072 followers, 698 following (Increase of 46 followers and 12 following)
 - [LinkedIn](#): As end of May 2023: 157 connections, 166 followers (Increase of 51 connections and 59 followers)
 - [Facebook](#): As end of May 2023: 101 page likes, 108 followers (Increase of 16 likes and 12 follows)



Priority Workstreams and Achievements 2022/23

National CPCS Services

Making it work locally

Objective - to implement, maximise and support quality delivery of five key services: Hypertension Case-Finding Service, Community Pharmacist Consultation Service, Discharge Medicines Service, New Medicines Service, Contraception Service.

- ❑ Survey published for completion by contractors to ascertain success.
- ❑ PharmOutcomes purchased for Hertsmere and Dacorum. Evaluation report being presented to locality meetings and the ICB Community Pharmacy Transformation meeting to agree next steps.
- ❑ Presentations made to PCNs and GP practices upon request to encourage consistent approach to CPCS referrals. CPH use this as an opportunity to update on a range of community pharmacy services.
- ❑ Worked with Integrated Care Board Community Pharmacy Transformation group to ensure consistency of data and digital systems to support national services.

Primary Care Networks (PCNs)

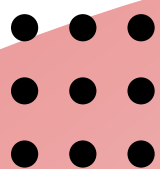
Objective - to develop and support community pharmacy to become an integral partner as part of the PCN through ensuring robust resourced community pharmacy leads encouraging primary care providers to work more efficiently together and for the benefit of patient outcomes at a local level.

- ❑ Incentive scheme funding approved for all PCNs in HWE for one year.
- ❑ Evaluation and training for community pharmacy PCN leads agreed.
- ❑ Recruitment being undertaken with aim to have leads in post by end of April 2023.
- ❑ ICB have appointed Helen Musson to be a project manager (0.3WTE) that started from 23 January 2023.

Community Pharmacy Communication and Engagement

Objective - to develop a sustainable communication and engagement strategy to reach out to community pharmacies to optimise and deliver a quality contractual framework including celebrating success, sharing best practice and identifying those who may be struggling.

- ❑ Communications strategy signed off by committee in January 2023. Implementation of strategy to be developed and agreed by July 2023.
- ❑ New contacts database in place by end of March 2023.
- ❑ New style e-news and change in day actioned in January 2023. Good feedback received on new layout.



Priority Workstreams and Achievements 2022/23

Integrated Care Systems (ICSs) and Preparing for Commissioning Transition

Objective - to develop working relationships with the new Integrated Care Systems (ICS) and Board (ICB) ensuring community pharmacy has a voice particularly ensuring that the transition to local commissioning of community pharmacy services is open, transparent and equitable.

- ❑ Paper presented to the Committee in November 2022 and March 2023 about CPH representation at meetings and the community pharmacy voice. CPH has representation on key ICB groups.
- ❑ East of England Community Pharmacy strategy published supported by all LPCs working closely with NHS England. Next steps are to embed within Hertfordshire and West Essex ICB into local Primary Care Strategy.

Vaccinations and Immunisations

Objective - to maximise and support the delivery of flu and COVID vaccinations in community pharmacy and to identify other areas of vaccination where community pharmacy may be able to support.

- ❑ Survey published for completion by contractors to ascertain success.
- ❑ Continued to support COVID vaccination WhatsApp groups and trouble shoot issues with the service.
- ❑ Publicised important information on flu and COVID vaccinations via CPH communications.
- ❑ A collaborative pilot between GP practices and community pharmacies to work together to improve the take up of flu vaccinations in the at-risk group was proposed for last year but was not taken forward due to lack of interest.

Community Pharmacy Locally Commissioned Services

Objective - to maximise local delivery of public health services. To develop and test new services for Patient Group Directions/independent prescribing and diabetes testing delivered through community pharmacy.

- ❑ Survey published for completion by contractors to ascertain success
- ❑ Represented at sexual health and drugs and alcohol meetings.
- ❑ EHC fee agreed to be increased to £18.50. Chlamydia treatment removed from sexual health specification.
- ❑ Stop smoking agreed fees will not be changed at the current time.
- ❑ Contract to be extended by one year until April 2024.
- ❑ CPH ran an informal expressions of interest process for contractors in January 2023 that may be interested in registering to provide sexual health or stop smoking services that do not provide these already. Information has been provided to public health.
- ❑ Draft UTI PGDs and service specification as part of NHS Standard Contract finalised.
- ❑ Locality keen to pursue funding for a diabetes screening service as a pilot. Expressions of interest has been sought from pharmacies within St Albans and Harpenden. Limited funding has been identified and a way in which to implement is being agreed.



CPH Vision, Mission and Aims

In March 2021 CPH agreed a three-year strategic plan to run until March 2024 that included an overarching vision, mission and aims. The priorities for achievement would refresh every financial year during the three-year period and have been updated as outlined below.

Vision

Community pharmacies are an integrated and equal partner in the health and care landscape for the benefit of patients.

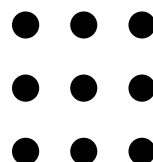
Mission

Represent and support community pharmacies to work locally as one unified and integrated part of the health and care community that supports the best possible outcomes for patients.

Aims and Core Responsibilities

CPH Office to deliver these aims

1. To represent community pharmacy in Hertfordshire to all stakeholders.
 - a. Engaging with stakeholders such as Local Representative Committees, Pharmaceutical companies, other LPCs and PSNC on a regular basis.
 - b. Attending regular meetings and engage with commissioning and provider stakeholders within the local health and care environment. This includes medicines management meetings and locality meetings. The current focus is on Clinical Commissioning Groups, Public Health Hertfordshire, NHS England and NHS Improvement and the transition to the Integrated Care System.
 - c. Maximising delivery and integration of community pharmacy with other providers in discussions with provider and commissioner colleagues.
2. To provide leadership and development of community pharmacy to meet future challenges.
 - a. Delivering training/education/events that are not already provided or signposting existing events to support community pharmacy contractors and their teams to deliver on existing and new services.
 - b. Identifying gaps in community pharmacy delivery and identifying support/guidance to aid delivery.
 - c. Reminding community pharmacy contractors of best practice in areas identified as challenges.
3. To enable community pharmacies to be able to deliver existing and new commissioned/contracted services, nationally and locally, successfully.
 - a. Supporting community pharmacy contractors and their teams to deliver their community pharmacy contractual framework and any local services sharing best practice and data on delivery, signposting to supportive information and feeding back on impractical aspects of contracts/services to commissioners/other providers to enact change.
 - b. Responding and resolving queries and contacts from community pharmacy contractors and their teams on a daily basis.
 - c. Keeping community pharmacy contractors and their teams updated and briefed on changes to their Community Pharmacy Contractual Framework through the website, regular news communications and social media.



CPH Vision, Mission and Aims

Priority Workstreams 2023-24



National CPCF Services – Making it work locally

Objective: To implement, maximise and support quality delivery of seven key services:

- 1) Hypertension Case-Finding Service
- 2) Community Pharmacist Consultation Service (CPCS)
- 3) Discharge Medicines Service (DMS)
- 4) New Medicines Service (NMS)
- 5) Contraception Service
- 6) Flu Vaccination Service
- 7) COVID-19 Vaccination Service



Primary Care Networks (PCNs)

Objective: To support resourced community pharmacy leads within each PCN to encourage primary care providers to work more efficiently together and for the benefit of patient outcomes at a local level.



Community Pharmacy Communication and Engagement

Objective: To implement the actions from the agreed CPH communications strategy optimising pharmacy contractors to deliver a quality contractual framework including celebrating success, sharing best practice and identifying those who may be struggling.



Integrated Care Board Engagement

Objective: To embed working relationships with the new Integrated Care Systems (ICS) and Board (ICB) ensuring community pharmacy has a clinical voice particularly ensuring that the transition to local commissioning of community pharmacy services is open, transparent and equitable.



Transformation Pharmacy Representation (TAPR)

Objective: To ensure that CPH is meeting its responsibilities for addressing the Review Steering Group proposals as part of the TAPR work programme.



Community Pharmacy Locally Commissioned Services

Objective: To maximise local delivery of public health services. To develop and test new services for Patient Group Directions, independent prescribing and diabetes testing delivered through community pharmacy.

Statutory Information

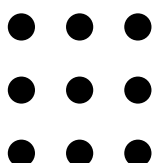
Contract Matters

Summary of applications for inclusion in the Pharmaceutical List from 1 April 2022 - 31 March 2023.

Type of Application 2013 Regulations	Applications	Appeals dealt with by CPH	Decisions pending (as at 17/5/23)	Total granted
Unforeseen Benefits	2	2	2	0
Distance Selling	1	0	1	0
No Significant Change Relocation	1	0	1	0
Consolidation	1	0	1	0
Change of Ownership	16	0	0	16
Total	21	2	5	16

There was **one** pharmacy closure:

- **Boots, Waterfields Retail Park**



Statutory Information

Accompanying Notes to Annual Accounts 23-24: Treasurer's Report

CPHs' net income for year ending 31 March 2023 was £309,450 compared with £291,420 for year ending March 2022. CPH received £284,604 from the contractor levy and this was the same as the previous year 2021-22 as the levy is frozen. The current contractor levy collection method reduces the variation in levy income making CPH financially stable. CPH also received income to support the Care Home and Stockpiling projects in Dacorum and Hertsmere and the additional income of £5,984 made it possible for existing staff to undertake this work including a full evaluation. CPH also received £37 interest from its savings account.

CPH has additional income in its account of £47,744 to support a diabetes pilot service in St Albans and Harpenden; a UTI PGD pilot service in Hertsmere and Dacorum, which will be accrued into the financial year 2023-24 and reported on in next year's account.

Net expenses for year ending March 2023 were £327,038 compared with £256,602 for year ending March 2022. Cost of sales for year ending March 2023 were £12,854 compared with £4,089 for year ending March 2022. Office administration expenses include office insurance, ICO fees and sundry expenses. Expenses were largely increased in 2022-23 due to additional Deputy Chief Officer and Business Officer capacity within the organisation. Some of the additional staffing costs have been covered by the additional project costs outlined above.

The overspend of £30,405 was less than the predicted budget overspend of £55,040. The CPH Committee approved an overspend focused on enabling the CPH office to have the capacity to support you. This will continue in the next year due to historic reserve investment available.

The Chief Officer is seconded 1.5 days a week to the Hertfordshire and West Essex (HWE) Integrated Care Board (ICB) that started in January 2023. A small proportion of these funds have been paid to the Chief Officer for additional hours which is included within the Chief Officer salary for 2022-23. £4,151 paid to the organisation from HWE ICB in 2022-23 has been accrued into 2023-24 to pay for an additional part time staff member (Services and Engagement Lead Officer).

The contractor levy is frozen in 2023-24 at 2022-23 levels equalling £284,604 whilst also meeting a Community Pharmacy England increased levy from £61,844 in 2022-23 to £77,306 in 2023-24.

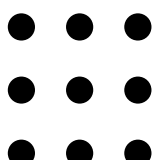
The CPH office regularly review its office contracts to maximise efficiency, which continues on an annual basis where contracts are identified for renewal. The email facility provided by Gagggle mail was cancelled due to low usage and Zoom functionality was also cancelled as CPH office staff mainly use Microsoft Teams which was a duplication in cost bringing about office cost savings.

Annual budgeting for CPH is published on our [CPH website](#) alongside our annual reports.

Using the Sage Online accounting program, we can regularly produce accurate financial reports for committee meetings. All committee members are asked to approve quarterly income and expenditure reports during the year.

As the community pharmacy landscape is changing, CPH is committed to being stable and financially viable in order to support contractors during challenging times and offer value for money. As outlined by the Chair and Chief Officer the work to embed the Transforming Pharmacy Representation (TAPR) Programme will continue into 2023-24, including ensuring we are financially stable for the future

Karsan Chandegra
Treasurer
June 2023

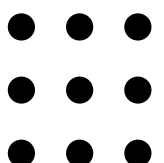


Statutory Information

Statement of Accounts 2022/2023

COMMUNITY PHARMACY HERTFORDSHIRE (HERTFORDSHIRE CPH) MEMBER'S REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023



**Community Pharmacy Hertfordshire (Hertfordshire CPH)
Company Information
For The Year Ended 31 March 2023**

Chair	R Solanki
Treasurer	K Chandegra
Chief Officer	H J Musson
Address	Unit 27b Weltech Centre Ridgeway Welwyn Garden City Hertfordshire AL7 2AA
Accountants	Pomroy Associates Ltd Chartered Accountants 14a Meadway Court Rutherford Close Stevenage Hertfordshire SG1 2EF

Community Pharmacy Hertfordshire (Hertfordshire CPH)

Member's Report For The Year Ended 31 March 2023

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 Accounting 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 company 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 judgments 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 audit information of which the committee's auditors 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 audit information and to establish that the committee's auditors are aware of that information.

Treasurer

Date

**Community Pharmacy Hertfordshire (Hertfordshire CPH)
Accountant's Report
For The Year Ended 31 March 2023**

**INDEPENDENT CHARTERED ACCOUNTANTS' REVIEW REPORT TO THE COMMITTEE MEMBERS OF
HERTFORDSHIRE CPH**

We have reviewed the committee's financial statements for the year ended 31 March 2023, which comprise the Income Statement, Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Committee Members' Responsibility for the Financial Statements

As explained more fully in the Responsibilities Statement, the committee members are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Accountants' Responsibility

Our responsibility is to express a conclusion on the financial statements. We conducted our review in accordance with International Standard on Review Engagements (ISRE) 2400 (Revised) Engagements to review historical financial statements and ICAEW Technical Release TECH 09/13AAF (Revised) Assurance review engagements on historical financial statements. ISRE 2400 (Revised) requires us to conclude whether anything has come to our attention that causes us to believe that the financial statements, taken as a whole, are not prepared, in all material respects, in accordance with United Kingdom Generally Accepted Accounting Practice. ISRE 2400 (Revised) also requires us to comply with the ICAEW Code of Ethics.

Scope of the Assurance Review

A review of financial statements in accordance with ISRE 2400 (Revised) is a limited assurance engagement. We have performed additional procedures to those required under a compilation engagement. These primarily consist of making enquiries of management and others within the entity, as appropriate, applying analytical procedures and evaluating the evidence obtained. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (UK). Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements have not been prepared:

- so as to give a true and fair view of the state of the committee's affairs as at 31 March 2023, and of its profit for the year then ended; and
- in accordance with United Kingdom Generally Accepted Accounting Practice.

Use of our report

This report is made solely to the Committee's members, as a body, in accordance with the terms of our engagement letter dated 31 March 2023. Our review has been undertaken so that we may state to the committee's members those matters we have agreed to state to them in a reviewer's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Committee and the Committee's members as a body for our work, for this report or the conclusions we have formed.

**Community Pharmacy Hertfordshire (Hertfordshire CPH)
Accountant's Report (continued)
For The Year Ended 31 March 2023**



Date 06/06/2023
Pomroy Associates Ltd
Chartered Accountants
14a Meadway Court
Rutherford Close
Stevenage
Hertfordshire
SG1 2EF

Community Pharmacy Hertfordshire (Hertfordshire CPH)
Balance Sheet
As at 31 March 2023

	Notes	2023		2022	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	4		1,243		3,491
			1,243		3,491
CURRENT ASSETS					
Debtors	5	34,579		34,416	
Cash at bank and in hand		204,514		244,498	
			239,093		278,914
Creditors: Amounts Falling Due Within One Year	6	(66,140)		(77,749)	
			172,953		201,165
NET CURRENT ASSETS (LIABILITIES)			174,196		204,656
TOTAL ASSETS LESS CURRENT LIABILITIES			174,196		204,656
NET ASSETS			174,196		204,656
Income and Expenditure Account			174,196		204,656
MEMBERS' FUNDS			174,196		204,656
			174,196		204,656

Community Pharmacy Hertfordshire (Hertfordshire CPH)
Balance Sheet (continued)
As at 31 March 2023

These financial statements were approved by the Community Pharmacy Hertfordshire (Hertfordshire CPH) on 6 June 2023 and signed on its behalf by:



Chair



Treasurer

Community Pharmacy Hertfordshire (Hertfordshire CPH)
Notes to the Financial Statements
For The Year Ended 31 March 2023

1. Accounting Policies

1. Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 section 1A Small Entities "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006

2. Going Concern Disclosure

The committee members consider that there are 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.

3. Significant judgements and estimations

The preparation of the financial statements requires management to make judgements, estimates and assumptions that effect 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.

4. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

5. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	20% straight line
Computer Equipment	20% straight line

6. Taxation

Any surplus arising from the activities of the XYZ LPC on its non-mutual activities is subject to corporation at 19%.

7. Pensions

The amounts paid during the year are charged to the income and expenditure account. Details are shown in note 9 of these accounts.

8. Debtors and creditors

Basic financial assets and liabilities, including trade debtors, other debtors and other creditors, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Such assets and liabilities are subsequently carried at amortised cost using the effective interest method, less any impairment.

2. Staff Costs

Staff costs consist of:

	2023	2022
	£	£
Wages and salaries	205,106	150,521
Social security costs	16,210	10,157
Other pension costs	4,311	2,810
	<u>225,627</u>	<u>163,488</u>

The salary of the Chief Officer was £65,112 (2022 - £59,302).

Community Pharmacy Hertfordshire (Hertfordshire CPH)
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2023

3. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 8 (2022: 8)

4. Tangible Assets

	Fixtures & Fittings	Computer Equipment	Total
	£	£	£
Cost			
As at 1 April 2022	1,152	10,081	11,233
As at 31 March 2023	1,152	10,081	11,233
Depreciation			
As at 1 April 2022	776	6,966	7,742
Provided during the period	232	2,016	2,248
As at 31 March 2023	1,008	8,982	9,990
Net Book Value			
As at 31 March 2023	144	1,099	1,243
As at 1 April 2022	376	3,115	3,491

5. Debtors

	2023	2022
	£	£
Due within one year		
Trade debtors	32,557	32,394
Other debtors	2,022	2,022
	34,579	34,416

6. Creditors: Amounts Falling Due Within One Year

	2023	2022
	£	£
Trade creditors	3,059	502
Other creditors	60,064	72,479
Taxation and social security	3,017	4,768
	66,140	77,749

**Community Pharmacy Hertfordshire (Hertfordshire CPH)
Detailed Income and Expenditure Account
For The Year Ended 31 March 2023**

	2023		2022	
	£	£	£	£
TURNOVER				
Levy		284,604		284,604
CPPQ		1,710		3,523
Herts Valley CCG		-		2,995
Care homes		10,884		-
Stockpiling		6,935		-
Event sponsorship		4,338		298
ICB Secondment		979		-
		309,450		291,420
COST OF SALES				
Care home service	7,906		2,995	
CPPQ costs	1,059		1,094	
Stockpiling	3,889		-	
		(12,854)		(4,089)
GROSS SURPLUS		296,596		287,331
Administrative Expenses				
PSNC Levy	61,844		63,598	
Chair honoraria	6,880		4,375	
Vice chair honoraria	3,840		2,400	
Treasurer honoraria	2,720		1,600	
Chief officer salary	65,112		59,302	
Staff salaries	126,554		82,844	
Employers national insurance	16,210		10,157	
Pension	4,311		2,810	
Staff and member training	176		450	
Rent and service charges	6,689		6,494	
Light and heat	627		547	
Contractor events	-		950	
CPH meeting and member expenses	12,454		6,775	
Meeting and events venue expenses	5,481		-	
Staff and member expenses	2,280		810	
IT support and software	4,380		3,594	
IT software contractor services	-		2,329	
Printing and stationery	1,109		1,254	
Postage	36		90	
Telephone	1,286		1,442	
Accountancy fees	1,434		1,344	

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Community Pharmacy Hertfordshire (Hertfordshire CPH)
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 March 2023

Professional fees	84		1,131
Depreciation	2,248		2,246
Office administration	1,283		1,010
	(327,038)		(256,602)
OPERATING (DEFICIT)/SURPLUS	(30,442)		30,729
Other interest receivable and similar income			
Bank interest receivable	37		225
	37		225
(DEFICIT)/SURPLUS BEFORE TAXATION	(30,405)		30,954
Tax on (Deficit)/surplus			
Corporation tax charge	7		43
	(7)		(43)
(DEFICIT)/SURPLUS AFTER TAXATION BEING (DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR	(30,412)		30,911