

Date/Time	Tuesday Feb. 10th. 2026, 10.00-16.00 hrs.	Chair	Vice Chair Nav Matharu	Closed section
Venue	F2F/Sandwell Park Golf Club	Chief Officer	Stephen Noble (Mob: 07856 309573) (ceo@cpblackcountry.org)	Open section
<p>Please have any reports you have produced uploaded to Google Drive or sent to Chief Officer. Links to relevant documents/reports are embedded below</p>				

Time	Agenda Item	Lead
10.00-10.10	1. Sub-committee reports (Finance + Governance)	Sub-committees
10.10-10.20	2. Sub-committee report (Services/Comms)	
Notes	<p>1. Finance update (added to notes after meeting as sub-committee unable to provide on day)</p> <p>Balances as of 31/01/2026</p> <p>CPBC £112,608.67 MOU £74,192.94 LPN £34,572.55 ICB £54,937.08</p> <p>External Meeting Claims to be sent the 28th of the month.</p> <p>2. Governance</p> <p>The constitution has not been formally adopted since merger. Ali stated that this is usually agreed at AGM. Non-attendance to be discussed with members not attending three consecutive meetings. Risk of removal if no legitimate reason. External meetings attended by anyone should include a report back to committee. Request Nick to attend meetings again as financial and HR can be more readily discussed. Alison asked for all members to update required docs eg DOI, bio by Feb 27th.</p>	

Action points	<ul style="list-style-type: none"> • Request Nick to attend for finance (Stephen) • Discussion with members regularly missing meetings (consecutive 3) and offer support if legitimate reasons (Stephen, Harpal, Nav) • Arrange for formal constitution to be adopted and arrange an EGM if required? (Stephen, Harpal) • Members to complete and send (or upload) all required paperwork by Feb 27th (Gov Sub-Committee) • External meeting claims to be sent to Nick by the 28th.
10.20-10.50	CPLO update (Zoom) <div style="text-align: right;">Jas Dhap Indi Kaur</div>
Notes	<p>CPLOs in place for each PCN and training underway. First two months they will concentrate on PF and Contraception Service. They will attend PCN and INT meetings. Aim is for CPLOs to strengthen GP and Community Pharmacy relationship. MOUs have now been signed by the CPLOs. They will have access to 'Hubspot CRM' to report back. Their role will be non-clinical strategic engagement.</p> <p>Jas and Dhap will meet Sukhy and Stephen every Friday to update for the next 30 days.</p>

Time	Agenda Item	Lead
10.50-10.55	3. Welcome, apologies, declarations of interest, last meeting notes <ul style="list-style-type: none"> • <u>PDF version</u> 	Nav
10.55-11.00	Apologies from Olutayo, Jas, Harpal, Scott, Arvi, Indi <p>4. Matters arising/discussion</p>	Nav
11.00-11.15	5. ICB update <ul style="list-style-type: none"> • <u>Slide deck</u> 	Stephen

Notes		
11.15-11.30	6. Discussion and other meetings Nav	
Action points	No action points	
11.30-12.00	<p>7. Chief Officer report</p> <ul style="list-style-type: none"> • <u>January Briefing</u> • <u>Contracts update: HSG UK Trading Ltd. Rakson Healthcare Ltd.</u> • <u>LPC Website Proposal</u> ○ <u>Pharmacy Coventry and Warwick</u> ○ <u>Community Pharmacy (CPE)</u> • <u>Pharmacy First Oversight Group</u> • <u>Winter Pressures</u> • <u>January Training Event</u> <p><i>LPC website proposal by Selph rejected by members due to expense.</i></p> <p><i>Concern by committee member Rifat about allocation of Extended Winter Hours to a DSP who will not be able to provide f2f consultations. Stephen explained that preference was given to IP sites.</i></p>	Stephen
Action points	<ul style="list-style-type: none"> • <i>Discuss with Sukhy about re DSP and Extended Hours (Stephen)</i> • <i>Cheaper options for website (Stephen)</i> 	
LUNCH 12.00-12.45		

Time	Agenda Item	Lead
12.45-16.00	8. Open section <ul style="list-style-type: none"> • Meeting discussion • AOB • Next meeting agenda/arrangements 	Committee
Notes	<p><i>Future meeting dates discussed. Agreement on second Wednesday of month.</i></p> <p><i>Next meeting March 11th f2f</i></p>	
Action points	<ul style="list-style-type: none"> • <i>Inform members of meetings to be held f2f for next 6 months every second Wednesday (Stephen).</i> 	