

## **West Sussex**

## **Local Pharmaceutical Committee**

# **Annual Report & Financial Statements April 2018 to March 2019**

### **West Sussex Local Pharmaceutical Committee**

Community Pharmacy Surrey & Sussex  
The White House, 18 Church Road, Leatherhead, KT22 8BB  
Online: [www.communitypharmacys.co.uk](http://www.communitypharmacys.co.uk)  
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## Officers 2018-2019

**Chair:** Mark Donaghy MRPharmS

**Vice Chair:** Gemma Staniforth MRPharmS

**Treasurer:** Alan Salter MRPharmS

### **Chief Executive Officer, Community Pharmacy Surrey & Sussex:**

James Wood, FRPharmS

Email: [jameswood@communitypharmacyss.co.uk](mailto:jameswood@communitypharmacyss.co.uk)

## The Committee

West Sussex Local Pharmaceutical Committee (LPC) is a local representative committee of pharmacy contractors in the area covered by the LPC that has been approved by NHS England under the NHS Act 2006, as the body representing the owners of the community pharmacies in the West Sussex Health and Wellbeing Board area.

Regulations under the NHS Act require NHS England to consult LPCs on matters such as market entry and local enhanced services. The LPC negotiates and discusses locally commissioned pharmacy services with other commissioners and is available to give advice to community pharmacy contractors and others wanting to know more about local community pharmacy.

The LPC constitution sets out the role and duties of the LPC that include:

- representing their contractors in local and national consultations relevant to pharmacy contractors; making representations to NHS England, Health and Wellbeing Boards and PSNC.
- providing support, resources and guidance to pharmacy contractors, such as advice on contract compliance and monitoring, market entry and other locally commissioned services.
- promotion and development of local pharmacy through local public affairs and lobbying to create an environment for community pharmacy to flourish.

Our vision is to enhance the role of community pharmacy and to ensure the sector has an active role in promoting health and wellbeing in West Sussex.

## Welcome & Overview

### Mark Donaghy MRPharmS Chair



During the year, we collaborated with our colleagues in Surrey and East Sussex to form Community Pharmacy Surrey & Sussex. I am pleased to report that by working with a joint executive team, managed by James Wood, chief executive officer, we have cost-effectively represented and ably supported contractors.

As well as continuing to develop good relationships with CCGs, NHS England and the County Council, we have also built on the great work undertaken by Martin Mandelbaum, David Clark and Penny Woodgate.

West Sussex LPC, through Community Pharmacy Surrey & Sussex, has been there to support contractors through a busy year. Support has been available for everything and has included a new fortnightly news round-up, phone-in advice clinics on Quality Payments and a webinar on the new alcohol brief intervention service.

The LPC is continually raising with NHS England issues such as missed waste medicines collections and support for pharmacy staff faced with aggressive patients.

As a committee we all appreciate the financial difficulties that contractors face. We have reduced the number of LPC meetings which has saved costs and contributed to a Levy reduction. In March this year we cut your contractors' Levy payments to the LPC by 5%.

I am pleased that through effective representation we have also managed to prevent the widespread use of branded generics that are prevalent in neighbouring areas and have held education sessions on the Drug Tariff both for contractors and for NHS Crawley CCG medicines management staff to explain the clear advantages of generic prescribing.

This has been a busy first year as Chair and I look forward to hopefully meeting many of you at our annual contractors meeting on Tuesday 10<sup>th</sup> September in Worthing, where we will discuss community pharmacy's new NHS contract and how we can become integrated into Primary Care Networks.

See you there

Mark

## Report on our Activities

**James Wood FRPharmS**  
**Chief Executive Officer**



This year was the beginning of a new term of office for 9 LPC members from 2018 to 2022, all appointed and elected as representatives of pharmacy contractors in West Sussex, who govern and guide the work of the LPC. This gave the committee a great opportunity to develop a strategy for the next four years, along with clear plans of delivering priorities centred around support, development and representation on behalf of contractors in West Sussex.

It was also my first full year as Chief Executive of Community Pharmacy Surrey & Sussex, the overarching management structure, delivering the LPC strategy and operations on behalf of West Sussex, East Sussex and Surrey LPCs. When I first came to post I enjoyed meeting many pharmacy owners and their teams; I heard very clearly that there was a need to further step up to provide an even greater focus on the support that we offer to pharmacies.

2018-19 was an extremely frustrating year for pharmacy contractors. The operating environment with uncertainty around funding, rising costs and very real pressures from providing front line services – such as supply and reimbursement issues, all made for incredibly challenging trading conditions. It has therefore been one of our top priorities to provide local support to help pharmacies continue delivering high quality service, whilst maximising opportunities through implementation of national contractual elements and delivery of local services.

### **Support**

We continued to support contractors to maximise their quality points, not only by providing additional Healthy Living Pharmacy champion training supported by Health Education England, but also by offering advice on how to achieve certain criteria and in particular, checking that pharmacies had met the gateway criteria. There were two review points during 2018 – 19, in June 2018 and February 2019. While the criteria to be met for the first review point remained largely similar to that in previous years, there was a major overhaul of the scheme for the February 2019 review and as such, pharmacies had to contend with various new gateway criteria and big changes to the main criteria to gain points.

We made this year's quality payments process as accessible, easy and as clear as possible by: arranging four call-in-clinics; offering one-to-one individual support where requested, targeting phone calls to contractors who needed support and sending gentle reminders through our regular communications. As a result, 99.7% of West Sussex contractors participating in the scheme qualified for gateway criteria.

Our Essential Guide to Services was developed as an at a glance guide to pharmacies to pinpoint locally commissioned services in West Sussex. It is especially useful as not all seven locally commissioned services are available in all three of our CCG areas. We encourage contractors to read our essential guide in conjunction with its companion publication, our Pharmacy Service Claiming Checklist, which outlines the fees provided for services provision from local commissioners, and the training, delivery and claiming processes to get them.

Our Deadline Tracker introduced last summer, is by far our most popular publication, and it's really smart and simple. By compiling a list of the most important deadlines, submissions and things-to-do for every month, we help contractors avoid any last-minute panics and to meet contractual and other deadlines in a fast paced and challenging operating environment. Over 14 LPC's throughout England have copied it!

There were a number of important developments over the year, including the introduction of the General Data Protection Regulations (GDPR) and changes to the way that pharmacy professionals undertake CPD with the introduction of revalidation. The LPC organised a host of events to help inform and support pharmacy teams on important topics throughout the

Health Champion Training for HLP – April 2018

GPhC Revalidation & GDPR training Update – May 2018

West Sussex LPC AGM & Annual Meeting of Contractors – July 2018

West Sussex Emergency Hormonal Contraception PGD Update Webinar – August 2018

Premises Shared NHS Mail box – how to use & get essential information Webinar – September 2018

Building on HLP for Healthier Future – October 2018

South East Forum Annual Conference – November 2018

Understanding the Drug Tariff – January 2019

Health Champion Training for HLP – January 2019

Introduction to Pharmacy Alcohol Identification & Brief Advice Service Webinar – January 2019

Transfer of Care Around Medicines (TCAM) Webinar – March 2019

All of our support resources are hosted online, and our website contains a wealth of information for pharmacy teams and others about local opportunities. Every second Thursday, we send a news round-up directly to pharmacy premises email accounts with all the relevant local news.

## **Development**

At the start of the year we successfully renegotiated all 7 existing public health services for two years from West Sussex County Council, including NHS HealthChecks and the 4 locally commissioned services via the local NHS Clinical Commissioning Groups.

In August 2018 we worked with West Sussex County Council to update the Emergency Hormonal Contraception PGD, along with streamlining the training and recording elements of the service. In January 2019 44 community pharmacies across the county started to issue alcohol scratch cards to raise awareness and educate service users about alcohol unit values and target those who are at increasing risk from their current alcohol intake. This was a result of the LPC working with public health colleagues and brought a first new locally commissioned service in over four years by West Sussex County Council.

Encouraging discussions began with commissioners about extending the role of community pharmacy via an enhanced sexual health offer, improving the stop smoking service offer with the addition of a Varenicline PGD and a Hepatitis C treatment test service. We hope over the course of 2019-20 we will be able to agree and implement some of these service developments.

During the year all three LPCs in Sussex and Surrey committed their support to the work of the Kent, Surrey, Sussex Academic Health Science Network (KSS AHSN) in co-ordinating a new Transfer of Care Around Medicines (TCAM) pathway across Surrey and Sussex. This will see PharmOutcomes being introduced to send electronic hospital discharge information to community pharmacies, potentially enabling local service commissioning and supporting the Community Pharmacy Contractual Framework developments of a medicine's reconciliation service by 2021.

## **Representation**

### *Consultations*

We're often asked for our views on a variety of topics. This is usually by national and local government, local NHS commissioners, or by organisations that represent patients and the public; pharmacists; people involved in educating and training the pharmacy workforce; and those working to transform the NHS.

Over the last year the committee responded formally to the following:

- Consultation by NHS England about the Medicines Safety Programme,
- Consultation by West Sussex County Council about the draft Health & Wellbeing Strategy  
Health & Wellbeing Strategy
- Consultation by Health Education England about a draft health and care workforce strategy
- EPS4 Pilot feedback to NHS Digital

### *Health & Wellbeing Board*

Since 1 April 2013, every Health and Wellbeing Board (HWB) in England has had a statutory responsibility to publish and keep up to date a statement of the needs for pharmaceutical services of the population in its area. This is referred to as a Pharmaceutical Needs Assessment (PNA) and was published in March 2018 and can be found [here](#).

The current regulations involve a market entry test based on pharmaceutical needs assessments, so this is an important area of the LPCs work. During the year we worked with the HWB to consider a supplementary statement.

We meet on a quarterly basis with commissioning colleagues from West Sussex County Council Public Health Team, to discuss community pharmacy issues relating to locally commissioned public health services.

### *Clinical Commissioning Groups (CCGs)*

We continued to meet regularly with representatives from all the CCGs across West Sussex, including key individuals involved with medicines and prescribing policies, as well as colleagues who commission some local pharmacy services through CCG NHS Standard Contracts.

The LPC fielded representatives on all the area prescribing groups across the county, to ensure decisions taken at groups recognised the impact on community pharmacy and where possible to influence decisions that would have a negative impact on contractors. In particular, the LPC was effective in managing any growth in damaging branded generic prescribing implementation.

In Crawley, Horsham and Mid Sussex the LPC worked closely with Medicines Management Teams as they implemented changes to repeat prescription re-ordering policies for third parties, ensuring there were appropriate exemptions and equity across providers. The chair of the LPC, Mark Donaghy,



provided a briefing on the Drug Tariff to Medicines Management colleagues to enhance their understanding of community pharmacy issues.

The three CCGs in West Sussex have begun working more closely together with their five surrounding CCGs to enable greater scale planning and purchasing of health and care services. Together they are looking at how they can work more formally together in 2019-20 and beyond in Sussex (and in Surrey).

NHS England, via a series of area teams across the country, is responsible for the monitoring and performance management of the community pharmacy contractual framework. West Sussex pharmacies are aligned to the Kent, Surrey and Sussex team, based in Horley. Local Pharmaceutical Committees across the South East met with representatives from the local NHS, through five liaison meetings, to feedback contractor issues and discuss areas of common interest and where a standard approach on a contractual issue is required across all of the LPCs.

During the year, we worked in collaboration with colleagues from the local NHS team and the Local Professional Network Chair, Sally Greensmith, around the new pharmaceutical waste arrangements, rural matters and progressing work on digital mapping and dispensing list validation, planning of rota provision and many other matters. We also discussed support for pharmacy teams when faced with aggressive and anti-social behaviour and

### ***Patients and the Public***

We worked with Healthwatch West Sussex staff and volunteers to promote community pharmacy and brief them about supply issues, medicines shortages, contractual developments and pressures facing pharmacies.

Healthwatch West Sussex co-ordinated their network of volunteers to visit nearly every pharmacy across the county and speak to pharmacy staff about their consulting rooms.

Healthwatch asked community pharmacies: to put up a poster to promote consulting rooms; take a supply of Healthwatch cards; and to see their consulting room before discussing how often they get used and for what. The findings of the visits, written up into an easy read report, highlight how much pharmacy consulting rooms are used across West Sussex; general observations about consulting rooms and what a good consulting room looks like.

### **Deliver**

Much of this year has been spent developing the Community Pharmacy Surrey & Sussex team and infrastructure to be better enabled and efficient in the way that we deliver our work. This has included:

- Development of a strategy and operating plan for 2019-20 onwards
- Digitally enabling the team to work smarter and remotely across Surrey & Sussex
- Consolidating the number of committee and internal facing meetings
- Building our capability to be more insight driven – such as introduced a contractor survey prior to each LPC meeting
- Committee and team development

For many contractors, the internet is the first place they turn to for help, making our website and social media channels critical to our effectiveness. During the year, we got a new face within the staff team (Sandra Lamont), giving us extra skills to reach, engage and support you and our stakeholders even more. Changing the look and frequency of our newsletter was a first step to make it easier for you to access our news and for us to signpost you to others' news. Now, we've started to refresh our website with new layouts and content to ensure that it is up-to-date and easier for you to find what you are looking for – due to be launched in September.

## Future

The NHS and associated landscape is changing rapidly and some of the decision making and contracting which historically has been done at a national level is likely to be increasingly devolved down to local decision makers. Integrated Care Systems (ICSs) are expected to cover the whole county by April 2021. This will be a fundamental shift in how CCGs work and how future commissioning of health and care services will be achieved. We have secured a seat on the Pharmacy and Medicines Programme Board of the Sussex STP

Primary care networks (PCNs) have already been It is important to ensure that the role and value of community pharmacy is integral to these plans, that as proposals are developed, we seek to influence and shape the environment for pharmacy contractors and their teams. This is especially important as the NHS long-term plan develops and that we clearly set out the opportunities and changes this presents to contractors.

Last month we heard about the £13bn funding agreement to 2023-24 for community pharmacy services in England. It was revealed alongside ambitious plans for more clinical based service models and more integration with primary care. The news received mixed reviews: some pharmacy owners across West Sussex were glad to have clarity and certainty of protected funding for the next five years, while others were disappointed at the headline figures around the overall funding package.

Whatever you think at least it is now clear what will be expected of community pharmacy from now to 2024. The deal provides much needed opportunities for pharmacy owners to make decisions about the future, although these will no doubt require further efficiencies and some aspects of transformation.

Amidst a lot of change ahead, West Sussex LPC and my team and I will continue to provide guidance and support contractors and to help them to make the most of the opportunities ahead. We will be with you every step of the way with all the local aspects and I look forward to working with you all into 2020.

Finally, I would like to express our gratitude to those who have supported and worked alongside us in partnership this year:

Corporate partners: Astra Zeneca, Chiesi, Veriton Pharma, Thornton & Ross

External funders: Health Education England (HEE)

Commissioners: NHS England, NHS Coastal West Sussex CCG, NHS Horsham and Mid Sussex CCG, NHS Crawley CCG, West Sussex County Council

NHS System Partners: NHS Digital, Kent Surrey Sussex, Academic Health Science Network (KSSAHSN), Sussex & East, HealthWatch West Sussex Surrey STP

Other pharmacy organisations: PSNC, NPA, CPPE and our neighbouring LPCs

With best wishes,

James

## Members of the Committee 2018-2019

Committee Member	Organisation	Membership Type	Actual Attendance/ Possible
Mark Donaghy Chair	Kamsons	AIMp	5 out of 5
Gemma Staniforth Vice Chair	Lloydspharmacy	CCA	5 out of 5
Alan Salter Treasurer	Day Lewis	AIMp	5 out of 5
Yola Barnard	Superdrug	CCA	3 out of 5
CJ Patel	Geddes Pharmacy	IND	4 out of 5
Nisheet Patel	Cokeham Pharmacy	IND	4 out of 5
Sam Ingram	Boots	CCA	5 out of 5
Marieanne Hockley	Lloydspharmacy	CCA (appointed 15/10/18)	1 out of 1
Sara Paxton	Boots	CCA	4 out of 5
Kevin Headington	Rowlands	CCA (resigned 10/08/18)	2 out of 2

To contact LPC members please email [lpc@communitypharmacy.ss.co.uk](mailto:lpc@communitypharmacy.ss.co.uk)

### Others in attendance

Name	Role
Sandra Lamont	Communications & Engagement Lead CPSS (from November 2019)
Michaela Cassar	Business Administrator CPSS
Penny Woodgate	Communication & Engagement Senior Officer CPSS (Until November 2019)
Hinal Patel	Service Development & Support Pharmacist CPSS
James Wood	Chief Executive Officer CPSS
Sunil Kochhar	PSNC Representative

Five LPC meetings were held in this period. Minutes from all meetings are available on our website. We welcome community pharmacy representation at LPC meetings although we ask that you let us know in advance so we can ensure we have enough room space. Email at [LPC@communitypharmacys.co.uk](mailto:LPC@communitypharmacys.co.uk). Dates for the remainder of this financial year are, 9 October 2019, 8 January 2020, 11 March 2020.

Members of the Committee adhere to Corporate Governance Principles adopted by the Committee. Copies of the West Sussex LPC Constitution, Corporate Governance Principles and our Governance Self-Audit are available on our website. Additionally, members are required to complete a Confidentiality Agreement and a written Declaration of Interests which they have a duty to keep up to date. All Declaration of Interests are available for inspection at West Sussex LPC meetings. The Corporate Governance Principles and a Declaration of Interests Form are re-issued with the Agenda and Papers prior to each meeting of the committee.

## West Sussex LPC Statistics

The LPC Represents a total of 159 Contractors at March 2019.

Applications for inclusions in the Pharmaceutical list, NHS (Pharmaceutical and Local Pharmaceutical Services) 2018—2019 **	Number
Application for outline consent and premises approval to provide dispensing services at a GP surgery	
Change of ownership	8
Change of details	
Application for combined change of ownership and no significant change relocation	
New Pharmacies	1
Pharmacy Closures	2
Appeals to the NHS Litigation Authority	1
** According to notifications received by the LPC	

## 159 NHS community pharmacy dispensing over 14 million prescription items during 2018-19

### 7 essential services

Dispensing medicines

Dispensing appliances

Repeat dispensing

Disposal of unwanted medicines

Promotion of healthy lifestyles

Signposting

Self-care

### 4 advanced services

49,273 MUR and prescription intervention services

27,180 NHS flu vaccinations

14,536 new medicines services

2,498 NUMSAS

## 4 CCG commissioned services

H-Pylori Service (Crawley)

Gluten-free food (Mid Sussex)

MAR Chart services

Palliative care services

## 7 Public health commissioned services

7 Take-home Naloxone kits

153 Alcohol brief advice and early interventions\*

440 Emergency hormonal contraception

784 NHS health checks

794 new smoking cessation clients, with 308 4-week quits

2,316 Needle exchange transactions

6,523 Missed doses

8,410 Supervised consumptions

\*new service launched in January 2019

## Financial report

West Sussex LPC is funded by a fixed 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.

Financial Statements for the Year ended 31<sup>st</sup> March 2019 follow on pages 16-25 for West Sussex Local Pharmaceutical Committee. Two sets of accounts are presented – the second set covers the income and expenditure of Community Pharmacy Surrey & Sussex, the joint management and operations tier. The administrative costs of Community Pharmacy Surrey & Sussex are split between the three LPCs in line with the percentage of contracts covered by each of the individual committees. West Sussex LPC contributes 30%, Surrey LPC contributes 39%, East Sussex LPC contributes 31% of the income.

In March 2019 your LPC members approved a budget for the following 12 months and agreed the amount it will collect from contractors in 2019-20 (the Levy) to fund the committees work. Committee members agreed to reduce it by five percent (5%). The saving came into effect on 1 May 2019.



**WEST SUSSEX LOCAL PHARMACEUTICAL COMMITTEE**

**ACCOUNTS**

**FOR THE YEAR ENDING**

**31 MARCH 2019**

**These Accounts have been prepared from the accounting records  
of our client and information and explanations given to us**

**WEST SUSSEX LOCAL PHARMACEUTICAL COMMITTEE**  
**INCOME AND EXPENDITURE ACCOUNT**  
**YEAR ENDED 31 MARCH 2019**

	2019	2019	2018	2018
	£	£	£	£
<b><u>OTHER INCOME</u></b>				
Bank interest Received	47		198	
Other Income	1376		450	
		<u>1423</u>		<u>648</u>
<b><u>SURPLUS FOR THE YEAR</u></b>		<u>1423</u>		<u>648</u>
 <b><u>STATUTORY LEVY FUND</u></b>				
Prescription Pricing Authority		150000		150000
 <b><u>LESS EXPENDITURE:</u></b>				
Insurance	0		320	
Community Pharmacy Surrey & Sussex	65124		37927	
Honorarium	4000		4000	
PSNC Levy	44950		44950	
LPC Meeting Members Attendance	7400		34785	
Postage	0		57	
Stationery	52		226	
Committee Expenses	1458		4393	
Hire of Rooms	3380		4748	
LPC Members Meetings	7135		20910	
Accountancy Fees	762		756	
Bank Charges	82		50	
Events and Seminars	785		448	
Sundries	0		216	
Subscriptions	0		165	
Computer Costs	0		500	
		<u>135128</u>		<u>154451</u>
<b><u>PROFIT/(DEFICIT) FOR THE YEAR</u></b>		<u>14872</u>		<u>-4451</u>

I confirm that the above accounts have been prepared from the records and information supplied by me and is, to the best of my knowledge and belief, a true and accurate record.

SIGNED .....

J WOOD

**WEST SUSSEX LOCAL PHARMACEUTICAL COMMITTEE**  
**BALANCE SHEET AS AT 31 MARCH 2019**

	2019	2019	2018	2018
	£	£	£	£
<b><u>FIXED ASSETS</u></b>				
<i>See Note 1</i>		1		1
<b><u>CURRENT ASSETS</u></b>				
Bank Account	64011		47710	
<b><u>LESS:-</u></b>				
<b><u>CURRENT LIABILITIES</u></b>				
Creditors	762		756	
		63249		46954
		63250		46955
Represented By:-				
<b><u>OTHER INCOME</u></b>				
Balance as at 1 April 2018	20949		20301	
Surplus for the year	1423		648	
		22372		20949
<b><u>STATUTORY LEVY FUND</u></b>				
Balance as at 1 April 2018	26006		30457	
Surplus/(Deficit) for the year	14872		-4451	
		40878		26006
		63250		46955

The above Balance Sheet and attached Profit and Loss Accounts has been prepared from the books and records supplied and information given

SIGNED .....

THORNE & CO

**WEST SUSSEX LOCAL PHARMACEUTICAL COMMITTEE**  
**NOTES TO THE ACCOUNTS**

1	<b><u>FIXED ASSETS</u></b>	<b><u>EQUIPMENT</u></b>
	<b><u>COST</u></b>	
	Balance as 1 April 2018	300
	Additions	0
		300
	Disposals	0
	As at 31 March 2019	300
	<b><u>DEPRECIATION</u></b>	
	As at 1 April 2018	299
	Provided in the year	0
	As at 31 March 2019	299
	<b>NET BOOK VALUE AT 31 MARCH 2019</b>	<b>1</b>
	<b>NET BOOK VALUE AT 31 MARCH 2018</b>	<b>1</b>

**COMMUNITY PHARMACY SURREY & SUSSEX**  
**UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

## COMMUNITY PHARMACY SURREY & SUSSEX

### PROPERTY INFORMATION

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<b>Address</b>	The White House 18 Church Road Leatherhead KT22 8BB
<b>Accountants</b>	Friend James Limited 4th Floor Park Gate 161-163 Preston Road Brighton East Sussex BN1 6AF

## COMMUNITY PHARMACY SURREY & SUSSEX

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COMMUNITY PHARMACY SURREY & SUSSEX  
STATEMENT OF INCOME AND EXPENSES  
FOR THE YEAR ENDED 31ST MARCH 2019

ACCOUNTANT'S REPORT

As described on page 1, you have approved the accounts for the year ended 31st March 2019.

In accordance with your instructions we have compiled these unaudited accounts from the accounting records and information and explanations supplied to us.

FRIEND-JAMES LIMITED

*Fr. James Lamb*

Date

18/3/2019



**COMMUNITY PHARMACY SURREY & SUSSEX**

**INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 MARCH 2019**


	£	2019 £	£	2018 £
<b><u>Income</u></b>				
East Sussex LPC		67,296		35,938
Surrey LPC		84,660		45,213
West Sussex LPC		65,124		34,785
Health Education England		30,660		-
Thrive Tribe Project Management		-		6,105
NEST Refund		-		69
Other Income		115		245
		<u>247,855</u>		<u>122,355</u>
<b><u>Less: Expenditure</u></b>				
Staff costs	190,192		91,943	
Payroll admin	579		500	
HR Support	180		-	
Health Education England	17,292		-	
Travel	11,982		8,767	
Training / Conference fees	515		807	
Office rent	4,944		4,944	
Computers / Equipment	4,893		5,083	
Webinar licence	1,980		-	
Stationery	1,520		518	
Telephone	2,589		1,745	
Venue hire and catering	-		661	
Accommodation / Refreshments	1,523		418	
Accountancy	252		180	
		<u>(238,440)</u>		<u>(115,565)</u>
<b>Surplus / (Deficit) for the year</b>		<u><u>9,415</u></u>		<u><u>6,790</u></u>

# COMMUNITY PHARMACY SURREY & SUSSEX

## BALANCE SHEET AS AT 31 MARCH 2019

	2019		2018	
	£	£	£	£
<b>Current Assets</b>				
Cash at Bank		24,782		9,327
Debtors		-		6,105
		<u>24,781.61</u>		<u>15,432</u>
<b>Less: Current Liabilities</b>				
<b>Creditors - amounts falling due within one year</b>				
PAYE	(5,156)		(5,793)	
Accruals	<u>(3,421)</u>		<u>(2,849)</u>	
		<u>(8,577)</u>		<u>(8,642)</u>
		<u>16,205</u>		<u>6,790</u>
<b>Capital and Reserves</b>				
Surplus brought forward at 1 April 2018		6,790		-
Surplus / (Deficit) for the year		<u>9,415</u>		<u>6,790</u>
		<u>16,205</u>		<u>6,790</u>

We acknowledge our responsibility for these accounts and for providing Friend-James Chartered Accountants with all information and explanations necessary for their compilation.

Signed:   
For and on behalf of  
Community Pharmacy Surrey & Sussex

Date: 13<sup>th</sup> May 2019

Produced by Community Pharmacy Surrey & Sussex for West Sussex Local Pharmaceutical Committee. July 2019. Photos: Mark Donaghy by Hemal Chudasama and James Wood by Chris Walton [www.communitypharmacys.co.uk](http://www.communitypharmacys.co.uk)