Community Pharmacy Surrey & Sussex

Annual Report and Financial Statements 2024 – 2025

TABLE OF CONTENTS

1. Officers 2024-25	Page: 3
2. Chairs Report	Page: 4-5
3. Chief Executive Report	Page: 6-8
4. Pharmacy Services Report	Page: 9-14
5. Other Projects	Page: 15-17
6. Governance and Structure	Page: 18-20
7. Financial Report	Page: 21
8. Surrey LPC Accounts	Page: 22-30
9. CPSS Accounts	Page: 31-40

Surrey LPC

Officers

Chair: Chris Scoble

Vice Chair: Jay Amin

Treasurer: Purvi Shukla

Chief Officer: Julia Powell

Email: juliapowell@communitypharmacyss.co.uk

The Committee

Surrey 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 Surrey Health and Wellbeing Board area.

Regulations under the NHS Act require NHS England to consult LPC's on matters such as market entry and local enhanced services. The LPC negotiates and discusses locally commissioned pharmacy services with 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, Integrated Care Systems, Health and Wellbeing Boards and Community Pharmacy England.
- 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 Surrey.

Welcome & Overview

Chris Scoble

Chair

Dear Colleagues

Welcome to our 2024-25 annual report and financial statements for Surrey Local Pharmaceutical Committee.

My name is Chris, and I have the privilege of being the Chair of Community Pharmacy Surrey. The past year has been difficult for all contractors with financial clarity only coming at the very end of the financial year when a new financial settlement was announced by Community Pharmacy England. While this financial settlement was not as advantageous as contractors would have liked, it goes some way to paper over some of the financial cracks that contractors experience.

We saw the launch of Pharmacy First during February 2024 with the team from Community Pharmacy Surrey & Sussex in association with CPPE organising training for contractors. My thanks go to the CPSS Team for arranging this training for contractors which enabled the successful launch of Pharmacy First. The success of Pharmacy First, thanks to you has enabled patients to access rapid treatment from a healthcare professional in a convenient location. The advantage of community pharmacy is its accessibility, and hopefully, the powers that be, have a greater understanding of what community pharmacy can do and ensure that more services come our way.

We have also seen the launch of the Pharmacy Contraception Service, the use of which has grown exponentially from an initial 83 consolations per month (both initiation and ongoing consultations) to the current 750 consultations per month.

Community Pharmacy Surrey & Sussex has been praised for negotiating a better deal locally for contractors. Indeed, the settlements achieved for services such as Needle Exchange and Supervised Consumption are far superior to those in some neighbouring areas.

My thanks must go the committee members of Community Pharmacy Surrey for all their hard work on behalf of contractors, in particular: Jay Amin (Vice Chair) and Purvi Shukla (Treasurer). We also said goodbye to Sejal Patel a longstanding committee member. Sejal and Uday after 42 years at Grove Pharmacy have retired. I would like to take this opportunity to thank Sejal for all her hard work, both as a community pharmacist serving

her community, but also as a committee member of Community Pharmacy Surrey. I hope their retirement is a long and happy one.

Community Pharmacy Surrey works collaboratively within the framework of Community Pharmacy Surrey & Sussex. This provides efficiency of scale whilst not losing the local knowledge and understanding. My thanks go to Julia Powell (Chief Executive Officer), Marie Hockley (Deputy Chief Officer), Micky Cassar (Business Administrator), Simran Johal (Service Development and Support Lead), Eve Rockell (Community Pharmacy Services Co-ordinator) and Fatima Iqbal (Community Pharmacy Services Co-ordinator) who have ensured that the voice of Community Pharmacy has been heard loud and clear across Surrey, Sussex and beyond.

In a few short years our profession has been transformed. We now have the opportunity to deliver better clinical outcomes for our patients. Thank you for all that you do to support your communities and your patients. I look forward to seeing you at the AGM on September 2nd.

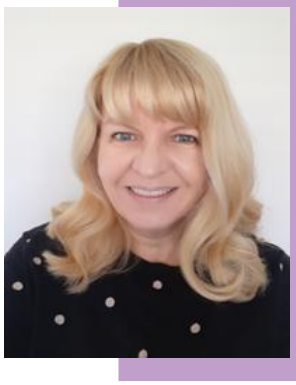
Regards, Chris

Surrey LPC

Report on our Activities

Julia Powell

Chief Executive Officer



Introduction

It is with great pride that I present this year's CEO report for Surrey Local Pharmaceutical Committee. As your Local Pharmaceutical Committee, our mission remains to support, represent, and advocate for the contractors we serve. Against a backdrop of sustained financial and operational challenges, the resilience and commitment of pharmacy contractors and their teams has once again been outstanding.

Over the past year, we have focused our efforts on amplifying the voice of community pharmacy, securing meaningful engagement with system partners, and supporting contractors to navigate an increasingly complex healthcare landscape.

Our Focus in 2024–2025

Given the ongoing financial pressures facing the sector—from underfunded contractual frameworks and rising operational costs to persistent workforce challenges, our support for contractors and pharmacy teams has become more critical than ever. Our priority is to help pharmacies deliver high-quality services, remain financially viable, and continue meeting the needs of their patients.

Our operational activity is guided by the CPSS business plan, which is available on our website. It outlines our objectives and priorities for the forthcoming year. We welcome your feedback, please do share your thoughts on what you want your LPC to focus on.

Our strategic priorities for the year have been underpinned by five core areas:

- **Contractor Support** – Providing timely, practical guidance to help pharmacy teams maximise service delivery and income while managing workload pressures.
- **Representation** – Ensuring community pharmacy is embedded in local health system planning and development, particularly through the Surrey Heartlands and Frimley Integrated Care Systems.
- **Service Development** – Supporting the expansion and effective implementation of national and local services including Pharmacy First, Public Health programmes, and ICB service priorities.

- **Governance and Transparency** – Delivering improvements in our operations in line with recommendations and enhanced contractor engagement.
- **Collaboration and Workforce Development** – Strengthening our regional partnerships to support workforce sustainability, training and innovation.

Key Achievements 2024-2025

Contractor Support

- Continued monthly publication of our Deadline Tracker, and our weekly newsletter. Expanded use of social media utilising WhatsApp and LinkedIn.
- Delivery of over 20 contractor events, covering Pharmacy First, revalidation support, local service training, and clinical skills.
- Ongoing one-to-one contractor support sessions and the introduction of a new contractor onboarding resource hub.

Pharmacy Representation

- Strong LPC engagement with Surrey Heartlands and Frimley ICB's, ensuring community pharmacy representation at all levels of system planning.
- Active involvement in place-based partnerships and Integrated Neighbourhood Teams.
- Responded with the views of local pharmacy contractors to all relevant local and national consultations.

Health & Wellbeing Boards and Market Entry

We engage with Health and Wellbeing Boards (HWBs) and PNA Steering Groups across the area in fulfilling their statutory Pharmaceutical Needs Assessment (PNA) obligations. In light of pharmacy closures in Surrey, we engaged with them to assess the need for Supplementary Statements, helping ensure local access to pharmaceutical services isn't compromised.

Market Entry Summary (2024–2025):

Change of Ownership: 16
Closures: 0
Consolidations: 1
Change of Ownership and No Significant Change Relocation: 2
Inclusions on the Pharmaceutical List: 1
App identifying a future need: 1
Unforeseen Benefits: 1
No Significant Change Relocations: 5
Appeals: 1
Right of return application: 1

Service Sustainability

- Led negotiations with local authorities and ICB's on the financial viability of locally commissioned services, securing beneficial increases and changes for contractors.
- Ongoing development of a CPSS service cost calculator to support realistic funding proposals.

Workforce & Innovation

- Partnered with NHS WT&E and ICB's to support pharmacy contractors with the new DPP requirements of the Trainee Foundation Pharmacist program.
- Collaborated with CPPE to fund ENT Clinical Examination training to support Pharmacy First expansion.
- Supported the implementation of Surrey Heartlands ICB Independent Prescriber Pathfinder pilot.

Governance and Efficiency

- Streamlined operations and transitioned to a fully remote team, reducing costs and increasing flexibility.
- Working closely with other LPC's across the South East and with the SE Forum to share best practice and innovation.
- Maintained the contractor levy at its current level for the sixth consecutive year.

Future

As Surrey Heartlands and Frimley ICB's develop, the complexity and places of influence for community pharmacy increases. CPSS will work to ensure that we sit in positions of influence in each place at a senior leadership level, ensuring that the voice of community pharmacy, a key part of NHS primary care, is heard. This will include in 2025-26 to ensure that as Integrated Neighbourhood Teams develop within the ICB's, community pharmacy is represented within them.

Amidst a lot of change ahead at both ICB and NHSE levels and continual adjustment to new ways of working within the NHS landscape, Surrey LPC, the CPSS team and I will continue to provide guidance and support to our contractors and help them to make the most of the opportunities ahead, both on local matters and support national service implementation at a local level.

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

- Commissioners: Surrey Heartlands ICB, Frimley ICB, Surrey County Council, SE Pharmacy Commissioning Hub
- NHS System Partners: GP Practices, Healthwatch Surrey, Hospital Trusts, NHS Workforce, Training & Education
- Other pharmacy organisations: CPE, NPA, IPA, CCA, CPPE and our neighbouring LPCs

With a special thank-you to the CPSS staff team who have gone to extraordinary lengths to serve community pharmacy through this time, along with your LPC committee members that have governed our work.

As always, we are open to hear how we can better support you either through improvements to our communications or the way we operate. Thank you for all your dedication and effort. I can assure you that CPSS will be here to support you along the way. We look forward to working with you all into 2025-2026.

With best wishes, Julia

Surrey LPC

Pharmacy services

Marie Hockley

Deputy Chief Officer

Essential and Advanced services

During 2024-25, the CPSS team has continued to provide support to contractors with Essential and Advanced services at a local level, to assist with their implementation and to encourage an increase in service provision, including linking in with other key stakeholders such as the Acute Trusts for DMS and smoking cessation and the ICB's/GP Practices for Pharmacy First to expand the number of service referrals.

The table below shows the activity data in Surrey 2024-2025

Surrey	**Total**
New Medicine Service	94,334
Appliance Use Review	0
Stoma Customisation	21
BP Clinic Check	44,381
ABPM	1,819
Smoking Cessation	10
DMS Complete	1,211
DMS incomplete Claim	670
Serious Shortage Protocol	1,726
Flu Vaccination	85,272
Pharmacy Contraception ongoing	5,634
Pharmacy Contraception initiation	759
Lateral Flow Device	7,403
Number of Pharmacy First Clinical Pathways	
Consultations - Acute Otitis Media	5,567
Consultations - Acute Sore Throat	13,284
Consultations - Impetigo	1,877
Consultations - Infected Insect Bites	3,297
Consultations - Shingles	1,179
Consultations - Sinusitis	6,000
Consultations - Uncomplicated UTI	10,250
Pharmacy First Urgent Medicine Supply Consultations	22,601
Pharmacy First Minor Illness Referral Consultations	16,720

Support for Essential and Advanced Services

Pharmacy First

The Pharmacy First service has been fully supported by the CPSS team, the ICB Community Pharmacy Clinical Leads and the wider teams. We continue to engage locally with GP practices to further support the implementation and success of this service, with an emphasis on more healthcare professional referrals into community pharmacy.

The Pharmacy First service has enabled community pharmacists to complete consultations for patients without the need for the patient to visit their general practice. This, alongside expansions to the pharmacy blood pressure checking and contraception services, will aim to save up to 10 million General Practice team appointments a year nationally and help patients access quicker and more convenient care, allowing patients to choose how to access their own healthcare.

To support contractors, we arranged specific dates that contractors could request 1-2-1 support, ran webinars, and disseminated supporting information directly to pharmacies. In collaboration with CPPE, we funded five ENT Clinical Examination skills face-to-face training sessions, enabling pharmacists to practice examination skills and learn with their peers. These training dates were hugely successful, and places were in high demand. We have also fully supported GP practices to upskill on how to electronically refer patients to pharmacies through face-to-face training sessions, virtual webinars, and resource packs.

Other Essential and Advanced Services

CPSS meets with the ICB Community Pharmacy Clinical Leads and Project Support Managers on a regular basis to discuss the Discharge Medication Service and to support them to engage secondary care, support contractors with 1-2-1 calls, and to provide regular updates via email regarding referral status. This service has generated an income up to the 31st of March 2025 in excess of £110,000 across Surrey and Sussex. This is a £26,000 increase on last year, which is testament to the work we are doing to improve referral rates and increase service claiming.

Across Surrey, four trusts are live and one awaits implementation.

We have DMS working groups in Surrey and Sussex, the ICB, Trust colleagues and CPSS sit on these groups to ensure the work is focused and relationships are retained.

CPSS has continued to support the Hypertensive Case Finding service through regular communications and working collaboratively with PCN networks in order to facilitate local pathways. Our AccuRx model has continued to be part of the CVD strategic offer, and we have developed a GP authority letter which enables local pathways into the service and supports GP practices to fully utilise the service. GP practices have been encouraged to sign up to the authority letter, and this has supported GP practices with their Quality and Outcome Framework targets.

The NHS community pharmacy Smoking Cessation Service relies on hospital discharge referrals. CPSS has supported the ongoing conversations with trusts to facilitate the development of the pathways and to support their in-house tobacco dependency teams in preparation for this service to go live. In addition, we have presented at forums to highlight the service and collaborated with the NHSE Integration Lead and ICB Community Pharmacy Clinical Leads to support the formation of the Trust's strategic plans. We have one trust in Sussex live and the remaining trusts in Surrey and Sussex are still in the implementation phase.

The NHS Contraception Service enables community pharmacies to provide initiation of the contraceptive pill without the need to see a GP or attend a sexual health clinic and to provide repeat supplies of oral contraception medication with confidential consultations and a discussion about contraception options. To support referrals into the service, we have been promoting this service in various meetings with stakeholders, supporting with the ICB communication plans, and promoting the service finder link so that patients can find their local pharmacy using the NHS postcode service finder. A Sussex ICB and Surrey Heartlands ICB communications plan was designed to support GPs to identify patients who were only prescribed oral contraceptives and send a text to invite them to obtain their repeat supplies from a community pharmacy using the NHS postcode finder link. There was also a marketing campaign launched in the summer of 2024 to the public and other stakeholders, encouraging them to visit the community pharmacy to obtain oral contraceptives.

We have also produced infographics which show the service delivery for each service by LPC and financial year, these can be viewed here.

Locally Commissioned Services

Locally commissioned community pharmacy services can be contracted via a number of different routes and by different commissioners, including local authorities and Integrated Care Systems. In Surrey, most commissioned services are Public Health services, commissioned by the Public Health team at the County Council.

The LPC represents local contractors in negotiations for locally commissioned services, and we have developed a Service Evaluation Tool to help scrutinise each proposal and service specification and to ensure that renumeration is in line with the costs of delivering the service and enables a fair return to contractors. This tool is being redesigned to reflect the current landscape of community pharmacy services and their viability.

People in Police Custody who require supervised Opioid Substitution Therapy (OST)

We have been supporting Surrey Police, Mountain Healthcare, and i-Access to create a guidance document which sits alongside the community pharmacy locally commissioned supervised consumption service that allows medications to be collected by a Police Officer for people who are in police custody. This document was created to assure pharmacists that this is in line with procedures and allows a seamless transfer of

supervised medication that is usually given under the direction of the pharmacist. The guidance can be downloaded here.

In addition, we have supported Surrey Public Health commissioners and are working in conjunction with Surrey police officers who are carrying Naloxone to obtain further supplies under the direction of the locally commissioned service to improve Naloxone provision.

ICB commissioned services (Surrey Heartlands ICB)

- Palliative Care service is Surrey wide with 14 sites.
- Clostridioides difficile service is commissioned in 3 pharmacies to strategically cover Surrey Heartlands.
- Antiviral Flu service - this is commissioned in three pharmacies in each place across Surrey to ensure geographical coverage.
- Antiviral Covid service - this is commissioned in six pharmacies across Surrey.
- H Pylori is Surrey wide with 9 pharmacies commissioned.
- Bank Holiday Rota service, to provide a pharmacy service on Bank Holidays.

ICB commissioned services (Frimley ICB).

- Palliative Care service, this is Frimley wide with 14 sites.
- Antiviral Covid service - this is commissioned in three places across Frimley to ensure geographical coverage.
- Bank Holiday Rota service, to provide a pharmacy service on Bank Holidays.

Public Health commissioned services

We have seven locally commissioned services in Surrey, in the table below you will see the level of activity figures.

Service Provision	**24/25**
NHS Healthcheck	503
Chlamydia Treatment	150
Emergency Hormonal Contraception	1052
Needle syringe - Supply	2348
Supervised Consumption - Supervision	912
Take Home Naloxone Service	15
Condom Distribution	28

National Enhanced Service

- Covid-19 vaccination service.

Keeping contractors informed about Locally Commissioned Services

We refreshed and continue to develop our Essential Guide to Services, our Pharmacy Service Claiming Checklist guide, and the services pages on our website. This designated area for services on our website includes training webinars, Advanced, Essential, and Locally Commissioned Service information, important documentation, and links to helpful websites. We have acted on feedback from our contractors and adapted our website to

make it simple and easy to navigate, streamlining our home page and enhancing our A-Z areas.

The Essential Guide is particularly useful as not all Locally Commissioned Services are available in all areas and can vary across the geography. 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 service training, delivery, and claiming processes.

To support new contractors, we send welcome emails containing our Essential guides, Pharmacy Service Claiming Checklist, useful information, and key contacts for their locality to ensure they are fully aware of the services available in their area. With an increase in new contractors due to significant changes in pharmacy ownership in 2024-25, we also created a new contractor guide which can be accessed here.

Support for Locally Commissioned Services

To continue to support contractors, CPSS has increased 1-2-1 calls, service clinics, and worked with Public Health teams to host a range of additional training webinars to increase service provision. Public Health teams have visited pharmacies to provide support, and we have focused on contacting contractors to identify barriers and challenges which enables us to support in a more targeted approach. This has been through a range of methods to utilise different forms of media, i.e., surveys, phone calls, WhatsApp, e-mails, webinars, face-to-face events etc.

Even though service delivery has remained challenging, in 2024-2025, we have seen an increase in service development and in areas of delivery from the previous year. Contractors have participated in training events and are keen to increase provision.

Across Surrey, our Public Health team recognises the achievements and dedication that all colleagues have maintained throughout the year and understands the challenges that community pharmacy continues to face.

The Condom Distribution Pilot service was extended under a memorandum of understanding by Surrey County Council to ascertain the potential for a Locally Commissioned Service to be commissioned as part of Public Health Services. This pilot was successful and commissioned as a full service in October 2024, open to all pharmacy contractors. The service enables pharmacies to supply condoms to patients aged 13 to 24 years of age registered under the C Card scheme and will be evaluated to determine its viability.

Improved fees negotiated by CPSS

- Surrey Public Health services: Fee increase
- Surrey Public Health Condom distribution service: New service
- Surrey Heartlands ICB Palliative (EOLC) LCS: Fee increase
- Surrey Heartlands ICB Antiviral Flu LCS: Fee increase

- Surrey Heartlands ICB Antiviral Covid LCS: Fee increase
- Frimley ICB Antiviral Covid LCS: Fee increase

Pharmacy Quality Scheme (PQS) 2024-2025

In 2024/25, there was no Pharmacy Quality Scheme, this was reinstated with a budget of £30m for the 2025/2026 scheme.

Independent Prescriber Pathfinder Project

The ICB Community Pharmacy Clinical Leads, with support from CPSS, submitted proposals to NHSE detailing services which utilise the skills of an Independent Prescriber within community pharmacy. The funding attributed to this new pilot was confirmed in 2023, and we have been working together over the past year to formulate the service specifications and processes to ensure our pilot sites are fully supported.

CPSS secured project funding from Sussex and Surrey Heartlands ICB's to support those contractors signed up to the service. Sussex ICB is focusing on an HRT pathfinder service where the Independent Prescriber will conduct HRT reviews and provide ongoing maintenance support to a defined cohort of patients determined by the GP practice. Surrey is focused on hypertension management and treatment initiation.

CPSS appointed two part-time project leads, Eve Rockell for Sussex and Fatima Iqbal for Surrey. We would like to thank Eve and Fatima for their continued support and dedication with this project. The CPSS team has produced a variety of documents and resources to ensure the pharmacies taking part in the pilot have the necessary paperwork and assurance frameworks to successfully navigate this pilot.

This is a work in progress and is in go live phase. The pathfinder is continuing until December 2025, when it will be evaluated and reviewed. We continue to support the pharmacies and GP practices with the process.

Surrey LPC

Other Projects

Simran Johal

Services Development and Support Lead

Workforce Projects

CPSS involvement in workforce projects continues to grow. Our initial work with Surrey Heartlands ICB focused on the Trainee Pharmacist Recruitment for 2025/26. We played a role in identifying the challenges that the reforms would impose on community pharmacy and how we may be able to work with system partners to overcome these. We then worked with Surrey Heartlands and Frimley ICB's to identify those contractors who submitted training programmes onto Oriel and did not confirm provision of a Designated Prescribing Practitioner (DPP).

We hosted a webinar led by the Surrey Heartlands ICB workforce team and NHSE WT&E team to ensure our contractors were aware of their requirements when offering a trainee pharmacist placement. This was also an opportunity for contractors to ask any questions.

CPSS continues to support Surrey Heartlands ICB with their aim to help community pharmacy employers connect with a potential DPP. Surrey Heartlands ICB offers a funding contribution to a DPP for legacy pharmacists and CPSS had played a crucial role in raising awareness of this offer, identifying pharmacists who wanted to undertake an Independent Prescribing course and linking them with the ICB to support the search for a DPP. CPSS has worked with Surrey Heartlands ICB to produce communications in the form of newsletter articles, posters, emails, and WhatsApp messages to promote the funding offer.

CPSS has given focus to promoting a career in community pharmacy. This has involved attendance at University and College careers fairs. These have been successful in encouraging and opening up conversations around the future of and the benefits of choosing a career in a community pharmacy setting. Initially, CPSS started working with NHS England Workforce Training and Education Directorate to produce materials for community pharmacy contractors to support with work experience placements, as well as materials for schools and colleges, to share with their students. CPSS provided key support in this project and has now taken over production of the material.

Community Pharmacy PCN Leads

The Community Pharmacy PCN leads role was introduced in September 2023 in Surrey Heartlands ICB. Community pharmacy is an integral part of the NHS and has a vital role to play as a full partner within a Primary Care Network (PCN). Medicines' safety and

optimisation is widely recognised as part of pharmacies unique skill set, but increasingly community pharmacy is collaborating with partners in primary care to deliver integrated clinical services to the population. At a time when PCNs are looking to fulfil an enhanced role within Integrated Care Systems (ICS) and resources are stretched to a maximum, it is critical that all available clinical capacity is used effectively on the ground.

CPSS has been successful in securing funding from both Sussex ICB and Surrey Heartlands ICB again this year, to allow the Community Pharmacy PCN role to continuously develop. This enables the lead to be freed up for one day per month from their pharmacy to fully support embedding the role within the PCN.

With the support of CPSS, the aims for the PCN leads are to:

- Provide a single channel of engagement with the PCN, building collaborative working relationships with relevant PCN members;
- Become a champion of community pharmacy within the PCN, helping to ensure community pharmacy plays a significant role in delivering healthcare services within the community and to,
- Identify key priorities and capacity constraints in the PCN area by getting together with the pharmacy colleagues in the area and discussing how the skills of community pharmacy teams, and the services they could provide, would support the PCN to address their health inequalities.

CPSS has proactively supported the Community Pharmacy PCN leads via numerous methods of communication, including phone calls, messaging, emails, and Teams meetings. This included the use of a bespoke Customer Relationship Management Database. In addition, CPSS arranged a WhatsApp group specifically for the Surrey PCN leads as well as monthly drop-in sessions. The drop-in sessions are advertised as optional and as an opportunity for the leads to network with each other, discuss challenges, and share best practice. To further support the PCN leads, CPSS created several documents and slide decks to aid the leads in their communication with PCN's and GP Practices, including one for the implementation of Pharmacy First. Where support is requested from the leads, this is acted upon promptly, ensuring the leads are prepared to undertake their role.

CPSS continues to guide the PCN leads in steering conversations around Pharmacy First and how we can work with General Practice colleagues to increase the number of Pharmacy First referrals to community pharmacy. Where CPSS initiate or are invited to meetings to discuss services and the integration of community pharmacy as part of primary care, we ensure the PCN leads are invited and recognised as key contacts to drive integration.

CPSS Awards and Recognition

The Independent Pharmacy Awards Best supporting local representation 2024

Community Pharmacy Surrey & Sussex received High Commendation at the Independent Pharmacy Awards for Best supporting local representation. It was an honour to be Highly Commended at this event held at the House of Commons in September 2024 and a testament that our hard work, continued support, and dedication to our contractors is recognised at a national level.

Surrey LPC

Governance, structure, and management 2024-2025

The work of Surrey LPC is governed by committee; members are either elected or nominated to join the committee to represent pharmacy contractors' views. They do not get paid; however, they can claim expenses for attending meetings, travel, and out-of-pocket expenses. These are detailed below for 2024-2025. The committee expenses policy is available on our website.

Responsibilities of Committee Members

- Setting strategic direction and policy
- Agreeing and demonstrating vision, mission, and values
- Oversight and control of the following areas
- Strategy and work plan, ensure operations are aligned
- Monitoring and evaluation against agreed goals
- Financial scrutiny – integrity, robustness, controls
- Value and level of service, and being accountable to contractors
- Management of the CEO and to provide help and advice, act as a soundboard for the management/executive team
- Looking after the interests of the local contractors and to bring member insight and effectively represent views

Members of the Committee in 2024-2025

Committee Member	Organisation	Membership Type	Actual Attendance/ Possible
Kay Hau	Morrisons	CCA	4 out of 5
Smita Patel	Guildford Chemist	Independent	3 out of 5
Sejal Patel	Great Bookham Pharmacy	Independent	5 out of 5
Jaymil Patel	Nima Chemist	Independent	5 out of 5
Mala Mahasuria	Kent Pharmacy	Independent	4 out of 5
Purvi Shukla, Treasurer	Boots	CCA	5 out of 5
Chris Scoble, Chair	Boots	CCA	5 out of 5
Jay Amin, Vice-chair	Woodbridge Pharmacy	Independent	5 out of 5
Karen Wilson	Day Lewis	IPA	4 out of 5
Parveen Gill	Boots	CCA	2 out of 5

To contact LPC members, please email lpc@communitypharmacyss.co.uk.

Members Expenses in 2024-2025

The total amount of these expenses amounted to £12,748.84. The Chair, Vice Chair, and Treasurer of the committee are provided with an annual honorarium, in total £3,400 was paid in 2024-2025, to recognise the time taken to deliver roles effectively and ensure engagement. Note this also included payment for part of 2023-2024.

Committee Meetings in 2024-2025

Five LPC meetings were held in this period. Minutes from all meetings are available on our website. LPC meetings are open to observers, and we especially encourage community pharmacy contractors and their team members to join us and find out what we do. Should you wish to attend an LPC meeting as an observer in person or by video, this needs to be pre-arranged.

Governance Documentation

Members of the Committee adhere to Corporate Governance Principles adopted by the Committee. Copies of the Surrey LPC Constitution and Corporate Governance Principles 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 Surrey LPC

meetings. The Corporate Governance Principles and a Declaration of Interests Form are reissued with the Agenda and Papers prior to each meeting of the committee.

Self-evaluation

The Committee uses the CPE provided LPC self-assessment tool to review governance practices and committee effectiveness. We reviewed ourselves against the tool in February 2025 and made improvements where necessary, these are detailed in our operational plan. A copy of our latest LPC self-assessment, can be found on our website.

Executive Staff Team and Community Pharmacy Surrey & Sussex

Community Pharmacy Surrey & Sussex is a mechanism to allow more effective collaboration between LPCs, pool resources and share costs, as well as implementing initiatives of shared interest in common areas. The constituent LPC's remain the legal entities, but the overarching team uses the trading name '*Community Pharmacy Surrey & Sussex*'.

It is governed by the CPSS Executive Committee, which comprises of the Chair and Vice-Chair from each LPC and the HR Lead. Paul Antenen, Treasurer for Sussex LPC, leads on financial governance and oversight across Community Pharmacy Surrey & Sussex.

A collaboration agreement has been drawn up between the two LPCs to ensure that each committee does not lose its status or powers (as set out in their constitutions and in the NHS Act). The collaboration agreement gives delegated authority to the CPSS Executive Committee, from the two LPC's, to monitor the operational effectiveness of Community Pharmacy Surrey & Sussex, including holding the Chief Executive to account for the organisation's performance. Led by the Chief Executive, Community Pharmacy Surrey & Sussex's daily work is managed by an executive staff team.

Julia Powell, MRPharmS, MBA, Chief Executive Officer
Marie Hockley, Deputy Chief Officer
Simran Johal, Services Development and Support Lead
Eve Rockell, Community Pharmacy Services Co-ordinator
Fatima Igbal, Community Pharmacy Services Co-ordinator
Micky Cassar, Business Administrator

Financial Report

Surrey 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 31st of March 2025 follow from page 22 onwards for the Surrey 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 two LPCs in line with the percentage of contracts covered by each of the individual committees. Sussex LPC contributes 61% and Surrey LPC contributes 39% of the income.

2024-2025 Key Financial Highlights

Surrey LPC income was £163,625.19, raised from pharmacy contractors via the levy.

For every £1 of levy income raised:

- 51p was spent directly supporting and representing contractors locally (via Community Pharmacy Surrey & Sussex and some LPC members undertaking local representation).
- 49p was sent to CPE to fund their work nationally for contractors in Surrey. An increase of 9p from 2023-2024.
- 15p was spent on governance costs (making sure that we are a well-run, accountable organisation that meets its constitutional duties) – mainly costs of committee members, committee meetings.
- -15p was spent and removed from the reserves (to reduce the amount kept as reserves).

The LPC generated an overspend of £24,638.78 and gave contractors two months of levy holiday during the financial year. This enabled us to reduce our financial reserves further. As of the 31st of March 2025, our reserves were £151,076.68 (77% of next year's expenditure). The additional reserves will be used to fund the levy increase to Community Pharmacy England in 2025-2026 to enable the levy from contractors to remain unaffected. A total of £276,013 was spent by Community Pharmacy Surrey & Sussex on local support and representation across the two Local Pharmaceutical Committees. The majority of this cost comprised of full employment and benefit costs of the executive staff team. In 2024-2025, the Chief Executive was renumerated between £75,000 - £80,000 (including pension costs).

In February 2025, your LPC members approved a budget for the following 12 months and agreed on the amount it will collect from contractors in 2025-2026 (the Levy), to fund the committee's work. The levy will remain the same as it was in 2024-2025. There has been no increase in the contractor levy for the last 6 years. A copy of the approved outline 2025-2026 budget can be found on our website.

Surrey LPC

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

Surrey Local Pharmaceutical Committee

Financial Statements

for the year ended 31 March 2025

Surrey Local Pharmaceutical Committee

Contents

Year ended 31 March 2025

Page No		
1	Report of the Committee Members
2	Statement of Committee Members' Responsibilities
3	Income & Expenditure account
4	Balance Sheet
5	Notes to the Financial Statements
6	Chartered Accountants' Report

Accountants

Friend-James Limited
Chartered Accountants
4th Floor, Park Gate
161-163 Preston Road
Brighton
East Sussex
BN1 6AF

Surrey Local Pharmaceutical Committee

Report of the Committee Members

Year ended 31 March 2025

Principal Activities

Surrey Local pharmaceutical committee (LPC) is the local organisation for the 183 community pharmacies in Surrey, we are the local voice of community pharmacy. Also known as Community Pharmacy Surrey, the LPC is the focus for all community pharmacists and community pharmacy owners in the area and is an independent and representative group for the locality. The LPC works locally with local Integrated Care Systems (ICS), Local Authorities and other healthcare professionals to help plan healthcare services.

The LPC negotiates and discusses pharmacy services with commissioners and is available to give advice to community pharmacy contractors and others wanting to know more about local pharmacy. LPCs liaise closely with their medical equivalent the Local Medical Committee so that GPs and pharmacists can work together to deliver services to patients. LPCs also work closely with Local Dental Committees (LDCs) and Local Optical Committees (LOCs).

Our goal is to represent, support, develop and promote community pharmacy across Surrey.

The Committee

Surrey Local Pharmaceutical Committee is an association whose functions and procedures are set out in our Constitution [and rules].

During the year ended 31 March 2025 Surrey Local Pharmaceutical Committee had 10 members on its main committee as follows:

4 members from Company Chemists Associations (CCA).
1 member from (IPA).
5 members from Independent Contractors

Full details of these members can be found on Surrey Local Pharmaceutical Committee website https://surreysussex.communitypharmacy.org.uk/about-us/surrey-lpc/

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

Overview

During the year we have devoted much of our resources to supporting contractors in the current pressurised environment.

This report was approved by the Surrey Local Pharmaceutical Committee on 2025 and signed on its behalf by:

P Shukla - Treasurer

C Scoble - Chair

Statement of Committee Members' Responsibilities

Year ended 31 March 2025

The committee members 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 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 accounts information of which the committee's accountants 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 accounts information and to establish that the committee's accountants are aware of that information.

Surrey Local Pharmaceutical Committee

Income & Expenditure account

Year ended 31 March 2025

	2025		2024	
	£	£	£	£
Receipts				
Statutory Levies		163,625		178,501
Other Income		-		-
		163,625		178,501
Expenditure				
Officers Honorarium	3,400		1,000	
PSNC Levy	78,237		68,856	
LPC Meetings – Venue	3,290		2,205	
CPSS	84,660		77,605	
LPC Meetings – Members	12,172		11,491	
Travel Expenses	577		770	
Accountancy and Professional Fees	1,056		396	
Contractor Training Events	4,135		535	
Insurance	500		500	
HR	473		600	
Sundry	4		-	
Total Costs		188,504		163,959
Excess of Receipts over Expenditure		(24,879)		14,542

Surrey Local Pharmaceutical Committee

Balance Sheet

Year ended 31 March 2025

	Notes	2025		2024	
		£	£	£	£
Current Asset					
Debtors		-		-	
Cash at Bank & in Hand		151,077		175,716	
		151,077		175,716	
Current Liabilities					
Creditors: Amounts falling due within one year		636		396	
Net current assets			150,441		175,320
Total assets less current liabilities			150,441		175,320
Net assets			150,441		175,320
Represented by:					
General fund					
Balance at 1 April 2024			175,320		160,778
Surplus / (Deficit) for the year			(24,879)		14,542
Balance at 31 March 2025			150,441		175,320

These financial statements were approved by the Surrey Local Pharmaceutical Committee on ..... 2025 and signed on its behalf by:

P Shukla - Treasurer

C Scoble - Chair

Notes to the Financial Statements

Year ended 31 March 2025

---

1 Accounting Policies

With the exception of some disclosures, the financial statements have been prepared in compliance with FRS 102 Section 1A and under the historical cost convention. The financial statements are prepared in sterling, which is the functional currency and monetary amounts in these accounts are rounded to the nearest £. The financial statements present information about the committee as a single entity. The following principal accounting policies 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 in respect of that period.

Judgements and Key Sources of Estimation Uncertainty

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.

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 company becomes a party to the contractual provisions of the instruments.

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.

Going concern

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.

Chartered Accountants' Report To The Committee Members Of Surrey Local Pharmaceutical Committee

Year ended 31 March 2025

We have reviewed the committee's financial statements for the year ended 31 March 2025, which comprise the income and expenditure account, 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 set out on page 2, 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

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/ members handbook.

This report is made solely to the members of Surrey Local Pharmaceutical committee, in accordance with the terms of our engagement letter dated 24 July 2023. Our work has been undertaken solely to prepare for your approval the accounts of Surrey Local Pharmaceutical Committee and state those matters that we have agreed to state to you in this report in accordance with ICAEW Technical Release TECH08/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than you, for our work or for this report.

You have approved the accounts for the year and have acknowledged your responsibility for them, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for their compilation.

Use of the Accounts

This report is made solely to the Committee's members, as a body, in accordance with the terms of our engagement letter dated 24 July 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.

Friend-James Limited

Chartered Accountants

4th Floor, Park Gate
161-163 Preston Road
Brighton
East Sussex
BN1 6AF

Date _____

Community Pharmacy Surrey & Sussex

Financial Statements

for the year ended 31 March 2025

Community Pharmacy Surrey & Sussex

Contents

Year ended 31 March 2025

Page No	
1	Report of the Committee Members
2	Statement of Committee Members' Responsibilities
3	Income & Expenditure account
4	Balance Sheet
5 - 6	Notes to the Financial Statements
7	Chartered Accountants' Report

Accountants

Friend-James Limited
Chartered Accountants
4th Floor, Park Gate
161-163 Preston Road
Brighton
East Sussex
BN1 6AF

Year ended 31 March 2025

Principal Activities

Community Pharmacy Surrey & Sussex is the operational arm of two local pharmaceutical committees - Surrey and Sussex.

The Committee

Community Pharmacy Surrey & Sussex is a mechanism to allow more effective collaboration between LPC's, pool resources and share costs as well as implementing initiatives of shared interest in common areas. It is governed by the CPSS Executive Committee, which comprises of the Chair and Vice-Chair from each LPC, the HR Lead and the Treasurer from Sussex LPC.

A collaboration agreement has been drawn up between the two LPC's to ensure that each committee did not lose its status or powers (as set out in their constitutions and in the NHS Act). The collaboration agreement gives delegated authority to the CPSS Executive Committee from the two LPC's to monitor the operational effectiveness of Community Pharmacy Surrey & Sussex, including holding the Chief Executive to account for the organisation's performance.

Overview

CPSS receives the majority of its income from pharmacy contractors paying a levy to their respective LPC. The LPC's pay a percentage of the levy collected based on the percentage of pharmacy contracts in their area to CPSS. For full details of our activities during the year please refer to our Annual Report.

This report was approved by the Community Pharmacy Surrey & Sussex on 17th July 2025 and signed on its behalf by:

S Davis - Chair of the committee

Statement of Committee Members' Responsibilities

Year ended 31 March 2025

The committee members 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 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 accounts information of which the committee's accountants 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 accounts information and to establish that the committee's accountants are aware of that information.

Community Pharmacy Surrey & Sussex

Income & Expenditure account

Year ended 31 March 2025

	2025		2024	
	£	£	£	£
Receipts				
East Sussex LPC		-		16,824
Surrey LPC		87,406		77,605
Sussex LPC		132,420		88,280
West Sussex LPC		-		16,281
Surrey & Sussex M.o.U's		43,800		-
Pharma Support		2,500		-
Other Income		-		60
		266,126		199,050
Expenditure				
Staff Costs	250,169		194,160	
Payroll Admin	840		844	
Licences	5,715		4,731	
Travel	7,220		4,321	
Office Rent	500		1,736	
Computers/Equipment	1,812		1,290	
Stationery	834		1,044	
Sundries	106		45	
Telephone	1,490		1,518	
Advertising/Promotional	15		329	
Events	5,417		2,032	
Meeting venue	-		-	
Accommodation/Refreshments	1,055		947	
Training & Conference Fees	72		36	
Bank Charges	9		-	
Accountancy	760		500	
Total Costs		276,013		213,533
Surplus / (Deficit) before tax		(9,887)		(14,483)
Corporation Tax		-		-
Surplus / (Deficit) after tax		(9,887)		(14,483)

Community Pharmacy Surrey & Sussex

Balance Sheet

Year ended 31 March 2025

	Notes	2025		2024	
		£	£	£	£
Current Asset					
Debtors	2	4,800		-	
Prepayments	2	-		950	
Cash at Bank & in Hand		63,660		76,617	
		68,460		77,567	
Current Liabilities					
Accruals	3	1,162		500	
Creditors: Amounts falling due within one year	3	7,000		6,883	
Net current assets			60,298		70,184
Total assets less current liabilities			60,298		70,184
Net assets			60,298		70,184
Represented by:					
General fund					
Balance at 1 April 2024			70,184		84,667
Surplus / (Deficit) for the year			(9,887)		(14,483)
Balance at 31 March 2025			60,298		70,184

These financial statements were approved by the Community Pharmacy Surrey & Sussex on 17th July 2025 and signed on its behalf by:

S Davis - Lead Chair of the committee

P Antenen - Lead Treasurer

Notes to the Financial Statements

Year ended 31 March 2025

1 **Accounting Policies**

With the exception of some disclosures, the financial statements have been prepared in compliance with FRS 102 Section 1A and under the historical cost convention. The financial statements are prepared in sterling, which is the functional currency and monetary amounts in these accounts are rounded to the nearest £. The financial statements present information about the committee as a single entity. The following principal accounting policies 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 NHSBA contractors in respect of that period.

Judgements and Key Sources of Estimation Uncertainty

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.

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 company becomes a party to the contractual provisions of the instruments.

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.

Notes to the Financial Statements

Year ended 31 March 2025

1 Accounting Policies (continued)

Going concern

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.

2 Debtors	**2025**	**2024**
Other Debtors	4,800	-
Prepaid venue costs	-	950
	4,800	-

3 Creditors: falling within one year	**2025**	**2024**
PAYE & Pensions	7,000	5,985
Other Creditors	412	898
Accruals	750	500
	8,162	7,383

Chartered Accountants' Report To The Committee Members Of Community Pharmacy Surrey & Sussex committee

Year ended 31 March 2025

We have reviewed the committee's financial statements for the year ended 31 March 2025, which comprise the income and expenditure account, 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 set out on page 2, 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
As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/ members handbook.

This report is made solely to the members of Community Pharmacy Surrey & Sussex, in accordance with the terms of our engagement letter dated 26th June 2023. Our work has been undertaken solely to prepare for your approval the accounts of Community Pharmacy Surrey & Sussex and state those matters that we have agreed to state to you in this report in accordance with ICAEW Technical Release TECH08/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than you, for our work or for this report.

You have approved the accounts for the year and have acknowledged your responsibility for them, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for their compilation.

Use of the Accounts
This report is made solely to the Committee's members, as a body, in accordance with the terms of our engagement letter dated 26th June 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.

Friend-James Limited

Friend-James Limited

Chartered Accountants

4th Floor, Park Gate
161-163 Preston Road
Brighton
East Sussex
BN1 6AF

Date 22 July 2026

Surrey LPC Contact Details

CPSS

PO Box 1061A

Surbiton

KT1 9HJ

Email:
lpc@communityp uk

Tel: 01372 417726