Community Pharmacy Greater Manchester

Committee meeting agenda

Date: **13/09/2026**

Venue: Outlook Room - Etc Venues, 11 Portland Street, Manchester M1 3HU

Time: Coffee available from 8.30am. **Meeting starts at 9.15am**

*only LK and LG in attendance

Purpose	Action	Slides/Paper	Lead	Status	Start	End
COFFEE						
Welcome, Apologies & DOI	Standing Item	N	JP	Open	9.15	9.25
Approval of Minutes	Standing item	Separate	JP	Open	9.25	9.30
Action Log & Updates	Questions Only	Separate	Team	Open	9.30	9.45
Preparation for Guests	Discussion	N		Open	9.45	10.00
CCA Insights	Update/Discussion	N	Rob S	Open	10.00	11.00
BREAK – 20 mins					11.05	11.25
Finance	Update	Y	MoA	Open	11.25	11.45
Governance – Expenses Policy	Decision	Y	JP	Open	11.45	11.50
Governance – Risk Register	Update/Discussion	Y	JP	Open	11.50	12.10
Governance - SGM	Decision	Y	JP	Open	12.10	12.15
CPE LPC Conference	Decision	N	JP	Open	12.15	12.35
Pfizer Business Skills Training	Team Development	Y	KV	Open	12.35	13.00
LUNCH – 60 mins					13.00	14.00
CPE Meeting Summary	Update/Discussion	Y	FMc	Open	14.00	14.30
Workplan Tracker	Update	Y	LG	Open	14.30	15.00
Place Partnerships	Update/Next Steps	Y	LK	Open	15.00	15.15
BREAK –15 mins					15.15	15.30
Advanced Services Team Recruitment	Discussion/Decision	Y	LK	Closed *	15.30	15.50
Preparation for Guests	Discussion	N	LK	Open	15.50	16.00
Medicines Optimisation	Discussion	Y	Kenny Li	Open	16.00	16.45
Summary/Review/Contingency		N/A	JP	Open	16.45	17.00
MEETING CLOSE					17.00	