



Committee Meeting, 4th December 2025  
Dower House Hotel, Woodhall Spa

Time	Item No.	Item	Lead	Paper	Comment
09:30	1	Welcome, introductions & apologies	Chair		
		· K Hundle to forward photo and bio to admin.			
09:40	2	Committee Governance	Chair		
		· Declarations of Interest & Biography			<b>Standing item</b>
		· Competition Law Guidelines			<b>Standing item</b>
09:45	3	Notes from the previous meeting	Chair	attached	
		· Action Log & Matters Arising			<b>Standing item</b>
10:05	4	Update from Chair and Chief Officer	Chair/CO		
		· Update since last Committee meeting			Verbal update
		· Meeting dates after March 2026 (one non Thurs?)			
		· CPE workshop dates eg finance Jan 14			
		· Conference of LPC Reps Tuesday 25th Nov 2025.			
		· ICB Changes discussion (conf)			
10:55	5	Work Plan Review (see attached sheet)	Chief Officer		<b>Standing Item</b>
		· For information			
11:00		<b>Comfort Break</b>			
11:15	6	Finance update	Treasurer		<b>Standing item</b>
		· Finance Report (incl recent payments list)		attached	Report
		· Treasurer's verbal report			
		· Proposed budget 2026/27			
11:45	7	Governance Update	Governance Lead		<b>Standing item</b>
		· Verbal Update from Governance Lead		attached	Report
		· Complaints about Ctte Members support			
		· Chairs in Need Support Service			
12:05	8	Services Update (incl contractor support)	Chief Officer		
		· For information		attached	Report
12:30		<b>Lunch</b>			
13:30	9	Market Entry Update	Treasurer		<b>Standing Item</b>
		· For discussion and decision if appl			Verbal
14:00	10	Presentation from Shazia Patel	Shazia Patel		
		· For information			Verbal
15:00		<b>Comfort Break</b>			
15:10	11	Directed Opening & Appeals - use appeal example	Chair		
		· For information and discussion		attached	Info doc only
15:40	12	Pharmacy Business Continuity Plans incl ICB response	Chair		
		· For information and discussion		attached	Report
15:50	13	Healthwatch Compliments & Comms	Chief Officer		
		· For information		attached	Report
16:00	14	Regional Rep update - slides for information	Chief Officer		
		· For information - Slides		attached	Slides only
16:10	15	AOB	Chair		
		· As required			Verbal
16:30		<b>Main meeting closes - comfort break</b>			
16:40		Sub-Committee meeting period if required		TBC	
					TBC
17:00		<b>Close</b>			

Date and time of next meeting: 9.30am, Thursday 19th March 2026, Washingborough Hall Hotel, Lincoln