

THE PARISH COUNCIL OF HARTLEY
MINUTES OF THE MEETING OF HARTLEY PARISH COUNCIL
HELD IN THE PAVILION, MANOR FIELD, CHURCH ROAD
ON MONDAY 11th SEPTEMBER 2023 AT 7.30 P.M.

Present :

Cllr Larry Abraham
Cllr Penny Cole
Cllr Perry Cole
Cllr David Conroy
Cllr Lesley Driscoll
Cllr Laurence Glander
Cllr David Graeme
Cllr Anne Oxtoby – (*Chairman*)
Cllr Brian Ramsay
Cllr Ian Ross
Cllr Vincent Sewell

In attendance:

Mrs Jane Tyrrell - (*Assistant Clerk*)
Cllr David Brazier – (*Kent County Councillor*)
1 member of the public
2 representatives from “We Are Beams”

1. Apologies for Absence

Apologies for absence had been received from Cllr Jim Colwell due to personal commitments.

RESOLVED: That,

the absence of Cllr Jim Colwell, due to personal commitments, be accepted and approved.

2. Declarations of interest

There were no declarations of interest.

3. Dispensations

There were no requests from Members for a dispensation.

4. Minutes

RESOLVED: That,

the minutes of the meeting of Hartley Parish Council held on 10th July 2023, be approved and signed by the Chairman as a correct record.

The meeting was adjourned at 7.35p.m. to receive reports from the County Councillor and District Councillors and to take questions from members of the public.

The meeting resumed at 8.05 p.m.

5. Amenities & Open Spaces Committee

Cllr Glander commented on the resolution contained in the minutes of the meeting of the Amenities & Open Spaces Committee held on 16th August 2023, (page 3, minute item 4. Football at Manor Field (c) (1), regarding the charge of £20 to be made to Hartley De Sales FC for the use of the Pavilion during its matches.

It had previously been agreed that the New Ash Green FC and the Ebbsfleet United Women's FC would also be charged £20 for each use.

Since obtaining the three clubs' fixture lists, it has become apparent that on some occasions, the clubs will require the use of the Pavilion at the same time.

Cllr Glander asked Members to consider whether the £20 charge should be shared between the three clubs, or charged to each club requiring use of the Pavilion.

RESOLVED: That,
on occasions where more than one club required the use of the Pavilion,
the fee of £20 should be charged to each club and not split between
them.

Cllr Glander commented on the resolution contained in the minutes of the meeting of the Amenities & Open Spaces Committee held on 16th August 2023, (page 3, minute item 5. Cricket at Manor Field (2).

Members noted that at the meeting, the representative from the Cricket Club had advised that there had been an issue with the showers the previous week, inasmuch as there was minimal flow.

Cllr Glander reported that the showers had been inspected by the boiler servicing contractor who had advised that the temperature mixing valve for the showers was faulty and needed to be replaced. Until the valve is replaced, the showers will remain out of service.

Cllr Glander reported that due to this issue, the necessary water temperature checks and weekly flushing of the outlets was unable to be carried out and that therefore, to comply with water safety regulations, the Home and Away changing rooms and the WC on that side of the building had been locked, with a sign erected instructing members of the public not to enter or to turn on any water services.

Confirmation has been received from the Parish Council's water safety servicing contractor, that this is acceptable and complies with the necessary regulations.

Due to the fact that they are run from the mains, the kitchen and ladies, gents and disabled toilets on the other side of the building can remain open and in use.

Cllr Glander reported that the cost of the necessary part to repair the showers would be quite considerable.

The water safety servicing contractor had suggested that as an alternative measure, the showers could be removed completely, leaving a cold water supply to the basins in the wc and changing rooms.

After some discussion, it was agreed that as the cricket season had now ended and the showers/changing rooms were not required, the matter should be referred to the Amenities & Open Spaces Committee for further consideration.

In the meantime, the changing rooms and wc would remain closed to the public.

Cllr Glander commented on the recommendation contained in the minutes of the meeting of the Amenities & Open Spaces Committee held on 16th August 2023, (page 10, minute item 15. Playgrounds (b), Surface Cleaning (1).

The recommendation was that a quotation for the sum of £1,450 + VAT, be accepted for the cleaning of the safety surfacing at the Council's three playgrounds, provided that it included the appropriate treatment of the surfacing.

Cllr Glander reported that the contractor had advised that the cleaning of the safety surfacing would not include any treatment, due to the fact that over many years of trial and error, they are yet to find a treatment which actually works.

They are not sure whether this is due to the rubber material of the surfacing, or the amount of footfall that playgrounds receive.

Members noted this advice and agreed that the quotation should be accepted.

RESOLVED: That,

(1) the changing rooms and wc in the entrance corridor of the Pavilion remain closed and out of use, pending further consideration of the shower situation by the Amenities & Open Spaces Committee at its next meeting and,

(2) the minutes of the meeting of the Amenities & Open Spaces Committee held on 16th August 2023 and the recommendations contained therein, be received and, where necessary, approved and adopted.

6. Finance & General Purposes Committee

RESOLVED: That,

the minutes of the meeting of the Finance & General Purposes Committee held on 16th August 2023 and the recommendations contained therein, be received and, where necessary, approved and adopted.

7. Planning Committee

Cllr Ross commented on the recommendation contained in the minutes of the Planning Committee meeting held on 6th September 2023, (page 3, minute item 8. Sevenoaks District Council Local Plan – Planning Consultant.

Members noted that there would be insufficient funds remaining in the Local Plan Earmarked Reserves, to cover the likely cost of the consultancy fees, as previously, the fees for the preparation of the Parish Council's response to the Local Plan had amounted to in the region of £3,500.

RESOLVED: That,

(1) the minutes of the meetings of the Planning Committee held on 26th July 2023 and 6th September 2023 and the recommendations contained therein, be received and, where necessary, approved and adopted and,

(2) consideration as to how the cost of the consultancy fees would be met, be deferred until such time as an estimate has been received from the Planning Consultant.

8. Neighbourhood Plan Steering Group

The Assistant Clerk reported that the minutes of the meeting of the Neighbourhood Plan Steering Group held on 30th August 2023, had not been available in time for the meeting.

RESOLVED: That,

(1) the minutes of the meeting of the Neighbourhood Plan Steering Group held on 12th July 2023, be received and noted and,

(2) consideration of the minutes of the meeting of the Neighbourhood Plan Steering Group held on 30th August 2023, be deferred until the next meeting.

9. King's Coronation Commemoration Benches

At the meeting of the Parish Council held on 13th March 2023, it was resolved that a donation be made to the two local primary schools to commemorate the King's Coronation.

It was agreed that the two schools should be offered the option of the donation of a bench or a picnic bench.

The Clerk was requested to contact Hartley Primary Academy and Our Lady of Hartley Catholic Primary School, to ask whether they had any preference with regard to style (ie to match any existing benches) and whether they would prefer a full sized or junior bench.

Members noted that Hartley Primary Academy's preference was for a full sized picnic bench and Our Lady of Hartley Catholic Primary School's preference was for a full sized bench.

Members considered details, including costings of various benches and picnic benches.

Members agreed that the benches should be fitted with a commemoration plaque.

RESOLVED: That;

(1) arrangements be made for 1 no 4 seater recycled plastic Surrey picnic bench to be purchased from Earth Anchors for the sum of £393.75 + VAT (inc. delivery);

(2) arrangements be made for 1 no Captain's treble seat recycled plastic bench to be purchased from NBB Recycled Furniture, for the sum of £340.00+ VAT(inc. delivery);

(3) delegated authority be given to the Clerk, in consultation with the Chairman of the Council to select the style and wording of a commemorative plaque to be purchased for each bench and,

(4) the total cost of the bench, picnic bench and commemorative plaques, be met from the Parish Council's general reserves.

10. D-Day 80

At the meeting of the Parish Council held on 10th July 2023, Members considered an email dated 20th June 2023, received from the Pageantmaster, regarding D-Day 80 on 6th June 2024.

It was resolved that Cllr Abraham be appointed to establish a Working Party to consider how the Parish Council could participate and that any suggestions be considered by the Parish Council at its next meeting.

It was suggested that the beacon be lit to mark the event.

Cllr Abraham asked for three volunteers to serve with him on the Working Group.

Cllr Perry Cole expressed an interest in volunteering and it was suggested that Cllr Colwell and Cllr Malham be approached to ask whether they would be interested in serving on the Working Group.

As both Cllr Malham and Cllr Colwell were not present at the meeting, the Assistant Clerk was requested to contact them after the meeting.

RESOLVED: That,

(1) the Assistant Clerk be requested to contact Cllr Malham and Cllr Colwell to ask whether they would be interested in serving on the D-Day 80 Working Group;

(2) provided that four Councillors could be recruited to serve on the Working Group, a meeting be arranged to consider any suggestions as to how the Parish Council could mark the event and,

(3) any proposals put forward, be considered by the Parish Council at its next meeting.

11. Kent Community Warden Service Review

Members considered an email dated 13th July 2023, regarding the Kent Community Service Review.

It was noted that the closing date for comments to be received is 3rd October 2023.

RESOLVED: That,

(1) delegated authority be given to the Clerk, in consultation with the Chairman of the Council, to respond to the Kent Community Service Review on behalf of the Parish Council and,

(2) Members be invited to respond to the consultation individually.

12. Accounts for the Financial Year Ended 31st March 2023.

Members considered the External Auditor's Report and Certificate 2022/23 contained in Section 3 of the Annual Governance & Accountability Return (AGAR) and noted that on the basis of their review of the AGAR, in their opinion, the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The notice of conclusion of the audit and right to inspect the AGAR for the year ended 31st March 2023, was displayed on the Council's noticeboard and on the Council's

website on 23rd August 2023, together with a certified copy of sections 1, 2 and 3 of the AGAR.

The Chairman reported that whilst there were no significant matters arising from the review, two issues had been identified as “minor scope for improvement in 2023/24”

Members noted that the issues identified were as follows:

Accessibility Regulations –

The Accounts and Audit Regulations requirement for a physical “wet ink” signature on the original AGAR, does not allow parish councils to fully comply with Accessibility Regulations. The National Audit Office are aware that the two pieces of legislation are not compatible, therefore smaller authorities are advised to make it clear on their website that the document is a scan and will not be fully compliant with the Accessibility Regulations.

Bank Reconciliation –

The bank reconciliation did not include cash book figures, so did not reconcile the figures on the cash book to those on the bank statement. In future, the Council should use the standard proforma provided in the External Auditor’s guidance or in the Practitioner’s Guide when preparing the bank reconciliation.

The Chairman reported that the website had been updated to make it clear that the AGAR was a scan and therefore not fully compliant with the Accessibility regulations.

With regard to the bank reconciliation, Members noted that the bank reconciliation produced by the Parish Council’s accounting software provider had in the past, been accepted by the previous External Auditor.

The current External Auditor however, requests that the standard proforma be used instead.

The Chairman reported that the Clerk would ensure that the standard proforma would be submitted with the 2023/24 AGAR.

RESOLVED: That,

- (1) the External Auditor’s Report and Certificate for 2022/23 be received and noted;
- (2) the “minor scope for improvement in 2023/24” issues be noted and,
- (3) the action taken/to be taken to resolve the issues, as detailed above, be noted and approved.

13. Internal Auditor

Members considered an email dated 23rd August 2023, received from the Parish Council’s Internal Auditor, regarding the pricing structure for 2023/24 onwards.

Members noted that as with other service providers to local authorities, they are now able to offer a long term 3 year agreement for the provision of internal audit services.

For those councils wishing to take up this option, the rate will be fixed for the three year period of engagement.

Members noted that 2023/24 would be the first audit undertaken by the current internal auditor.

RESOLVED: That,

delegated authority be given to the Clerk, in consultation with the Chairman of the Finance & General Purposes Committee to make a decision as to whether to enter into the long term 3 year agreement.

14. Payments

RESOLVED: That,

(a) the payment of accounts for September 2023, attached as **Appendix 1** to these minutes, be approved;

(b) the Council detail report as at 5th September 2023, setting out actual income and expenditure against budgeted estimates be received and noted;

(c) it be noted that the bank reconciliations for the Council's 4 bank accounts for June 2023 had been verified by Cllr Ross and,

(d) it be noted that the bank reconciliations for the Council's four bank accounts for July and August 2023 would be verified by Cllr Abraham.

Cllr David Brazier left the meeting at 9.00p.m.

Pursuant to Standing Order 3 (d), the public were excluded from the meeting during consideration of agenda item 15, Car Park Resurfacing/footpath – Manor Field, due to the commercially sensitive nature of the business to be transacted.

15. Car Park Resurfacing/footpath – Manor Field

The Chairman reminded Members of progress to date and reported that there was no further update with regard to the Deed of Easement relating to the proposed footpath leading from Hartley Burial Ground to the rear of the car park at Manor Field.

Cllr Ramsay suggested that the Council proceed with the resurfacing of the car park only and that the proposals for the installation of a footpath leading from Hartley Burial Ground to a new footpath at the rear of the car park, be deferred.

It was agreed that the Deed of Easement should still be sought, in view of the fact that the process is part way through and in the event that the footpaths may be required at some point in the future.

Members were reminded that should this be the case, this would be a separate project which would require additional quotations to be sought for the works.

RESOLVED: That,

(1) the proposal for the installation of footpaths leading from Hartley Burial Ground to a new path at the rear of the car park, joining up with the path leading to Manor Field Burial Ground, be deferred;

(2) the quotation received from FM Conway, to re-surface the existing car park at Manor Field, using a gravel finish, to include a soakaway, be accepted;

(3) the total cost of the works be met from CIL A and B funds with any deficit met from the “Manor Field Car Park Re- surfacing” Earmarked Reserve and,

(4) delegated authority be given to the Clerk, in conjunction with Cllr Ramsay and Cllr Glander, to oversee the works and to manage the project. This authority is to include the approval of any minor contract modifications required.

The meeting closed at 9.15 p.m.

Signed:.....
Chairman of Hartley Parish Council

Date:.....

APPENDIX 1

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Schedule of Payments September 2023 - Paid by Internet Banking from Unity Trust Bank					
Ref:	Payment to	Particulars	Net	VAT	Total
334454866		PAID 11/07/23 - Payment of July statement	307.70	-	307.70
357635129		PAID 19/07/23 - Supply & install sign at MF BG	480.00	-	480.00
603509803		PAID 19/07/23 - Cut back tree Chantry Avenue inv 2418	300.00	60.00	-
		PAID 19/047/23 - Works required re QTRA inv 2443	150.00	30.00	540.00
949558902		PAID 19/07/23 - 2 packs black sacks 10/07 inv 2083104	55.00	11.00	-
		PAID 19/07/23 - 2 packs rec sacks 10/07/23 inv 2083104	16.00	-	-
		PAID 19/07/23 - Dog bin emptying Apr - June inv 2083065	386.10	77.22	545.32
449387837		PAID 19/07/23 - Treeworks @ Porchester Close inv 1916	650.00	130.00	780.00
150742801		PAID 19/07/23 - Routine maintenance contract inv 150	537.00	-	537.00
981207079		PAID 28/07/23 - Cyber insurance renewal annual premium	367.36	-	367.36
13772137		PAID 28/07/23 - Remove waste from W/Avenue inv 1926	150.00	30.00	180.00
907155119		PAID 28/07/23 - telephone & broadband 01/07-30/09	186.85	29.37	216.22
813493451		PAID 28/07/23 - Photocopier copy charges 18/02-17/05 inv KPS297558	149.03	29.81	178.84
955396639		PAID 27/07/23 - Fun day + magician inv JS200723	748.00	149.60	897.60
756666006		PAID 14/08/23 - Routine maintenance contract 10/07-07/08 inv 153	875.00	-	-
		PAID 14/08/23 - Strim allotment plots inv 153	52.00	-	-
		PAID 14/08/23 - Prepare plot re inter ashes inv 153	25.00	-	-
		PAID 14/08/23 - Repair fence @ W/Ave inv 153	31.47	-	983.47
780738454		PAID 14/08/23 - Cleaning of Pavilion inv 04574	158.66	-	158.66
901067031		PAID 14/08/23 - 30 x garden sacks 01/08/23 inv 2083770	600.00	-	-
		PAID 14/08/23 - 2 x recycling sacks 01/08/23 inv 2083770	16.00	-	616.00
484077299		PAID 14/08/23 - Hand towels & stationery inv I4240673	38.94	7.79	-
		PAID 14/08/23 - Stationery inv I4237874	54.97	10.99	112.69
102439755		PAID 14/08/23 - Travelling allownace 18/07/23 78.6 miles @ 45p per mile - Community Woodland Workshop	35.37	-	35.37
126950439		PAID 14/08/23 - Annual playground inspections inv 62862	262.50	52.50	315.00
11136652		PAID 14/08/23 - Football sessions @ Woodland Avenue inv 1354	2,160.00	-	2,160.00
333706412		PAID 14/08/23 - Cut hedge in layby inv 89	50.00	-	-
		PAID 14/08/23 - Grass cutting memorial green inv 88	116.00	-	-
		PAID 14/08/23 - MFBG maintenance inv 87	60.00	-	-
		PAID 14/08/23 - Grass cutting All Saints inv 86	124.00	-	-
		PAID 14/08/23 - Grass cutting BG & MFBG inv 85	440.00	-	-
		PAID 14/08/23 - BG visual inspection inv 84	18.50	-	-

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	PAID 14/08/23 - Garden maint BG inv 83	160.00	-	968.50
526414113	PAID 15/08/23 - Payment of August statement	44.99	-	44.99
84427907	PAID 15/08/23 - Avast Antivirus 3 PC for 2 years inv 220605	96.78	19.36	116.14
399412114	PAID 24/08/23 - Quarterly grounds maintenance (April, May, June 2023) inv LS07349	4,284.61	856.92	5,141.53
17956704	PAID 24/08/23 - Chairing Meetings Effectively - L Glander inv	37.00	7.40	44.40
890918436	PAID 24/08/23 - Cleaning services @ Pavilion re cricket inv 04610	100.00	-	-
	PAID 24/08/23 - Cleaning services @ Pavilion re cricket inv 04610	100.00	-	200.00
773573939	PAID 24/08/23 - Repairs to playgrounds inv 24538	2,021.50	404.30	-
	PAID 24/08/23 - Supply & installation of basket swing @ W/Ave inv	1,395.00	279.00	-
	PAID 24/08/23 - Repairs to wetpour @ W/Ave inv 24539	646.80	129.36	4,875.96
610204667	PAID 24/08/23 - Portable toilet 08/08/23 re fun day inv INV-1436	85.00	17.00	102.00
405063834	PAID 24/08/23 - Water at allotments 01/07/23 - 31/08/23 inv	139.62	-	139.62
732791528	Salary 01/09/23 - 30/09/23 (Pre-approved)	2,543.56	-	2,543.56
669522891	Salary 01/09/23 - 30/09/23 (Pre-approved)	1,347.66	-	-
	Reimburse re keys for the Pavilion	21.60	-	1,369.26
444604872	Month 6 Employer & Employee NIC & PAYE	1,596.19	-	1,596.19
894859211	Employer & Employee pension contributions September	1,444.01	-	1,444.01
994617060	Stationery inv I4242241	43.48	8.70	-
	Stationery inv I4244378	37.09	0.69	-
	Stationery inv I4243198	33.78	6.76	130.50
613252433	Callout re poor water pressure in showers @ Pavilion inv 2023/15454	56.25	11.25	67.50
525548817	Delivery of September Hartley Herald inv 5575	90.00	-	90.00
399817285	Quarterly WSP @ Pavilion Aug inv 58896	175.00	35.00	210.00
160507154	Pitchmarker Super C x 2 Inv SI231337	64.20	12.84	77.04
408732374	Supply & insrallation of bollard @ W/Ave inv INV-4711	675.00	135.00	810.00
527395311	Clean Pavilion changing rooms (cricket season) August inv 4638	75.00	-	-
	Clean Pavilion August inv 4633	158.66	-	233.66
241514151	Routine maintenance w/c 14/08 - 04/09 inv 152	700.00	-	-
	Prepare plot re interment of ashes inv 152	25.00	-	-
	L/Hill & Chantry Avenue tightened bolts on p/ground equip inv 152	26.00	-	751.00
197650653	Hartley Neighbourhood Plan questionnaire guidance inv HA/8	967.30	-	967.30
999451645	Repairs to flush - men's urinal @ pavilion inv 472	400.00	-	400.00
231571560	2 x squire padlocks & 4 x keys inv 228359	56.54	11.32	67.86
496746743	Photocopier charges 18/5/23-17/08/2023	287.04	57.41	344.45

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56218489		30 x garden sacks 28/8/2023 Invoice 2084462	600.00	-	
		2 x Recycle sacks 28/8/2023 Invoice 2084462	16.00	-	
		2 x Black sacks 28/8/2023 Invoice 2084462	55.00	11.00	682.00
			30,207.11	2,621.59	32,828.70

Schedule of Payments September 2023 - Paid by cheque/DDR from Barclays Bank					
Chq No	Payment to	Particulars	Net	VAT	Total
DDR		Period 13/06 - 12/07 mixed plan charges	19.01	-	19.01
DDR		Period 13/07/23 - 13/08/23 mixed plan charges	22.63	-	22.63
DDR		DUE 21/08/23 - Monthly DDR re electricity @ Pavilion	39.00	-	39.00
DDR		DUE 20/09/23 - Monthly DDR re electricity @ Pavilion	39.00	-	39.00
107054		Donation approved at Council meeting 12/06/23	2,000.00	-	2,000.00
107055		Donation approved by F & GP Committee 17/05/23	300.00	-	300.00
107056		To top up Unity Bank Account	67,000.00	-	67,000.00
			69,419.64	-	69,419.64

Schedule of Payments September 2023 - Paid by Barclaycard					
Ref:	Payment to	Particulars	Net	VAT	Total
		PAID 01/08/23 - Purchase of new telephones re Parish Office	37.49	7.50	44.99
		PAID 31/08/23 - 200 x 2nd class stamps	150.00	-	150.00
		PAID 02/09/23 - Purchase of plastic plugs re playgrounds	7.49	1.50	8.99
			194.98	9.00	203.98

Adjournment

The meeting was adjourned at 7.35 p.m.

Cllr Brazier that Ash-cum-Ridley Parish Council has recently organised a “democratic event” in the Village Hall, with himself, District Councillors and the New Ash Green Village Association in attendance.

This had been promoted through the Residents’ Societies and had been a 2 hour session. 50-60 members of the public had attended.

Cllr Brazier reported that he had spoken to 25 residents and that 50% of them had complained about the bus service (or lack of).

Cllr Brazier reported that the C1 service (a circular route from Longfield to Lanes End). He is hopeful that this service will be altered, to service New Ash Green and Hartley.

Cllr Brazier said that he would keep the Council updated.

Cllr Brazier advised that he would keep the Parish Council updated following reports in the national press, that Kent County Council were among 6 Councils that may be issuing the Government with a 114 Notice (file for bankruptcy).

Cllr Brazier reported that there had been a reshuffle if the Cabinet at KCC and that he was no longer Cabinet Member for Highways and Transport, but was now the Chairman of the Policy and Resources Cabinet, which he hopes will give him more time to assist the parish councils.

Cllr Abraham reported that since 1st September 2023, he has attended 3 services to raise the flag in support of our Armed Forces.

Cllr Penny Cole reported that she and Cllr Perry Cole had been lobbying the Joint Transportation Board for the C1 bus to provide additional services to/from New Ash Green.

Cllr Perry Cole reported that on 4th October 2023, there would be free funding advice at the Fawkham and Hartley Church Centre, run by Sevenoaks District Council.

Cllr Perry Cole that on “Silver Sunday” there would be free afternoon tea dances, but that the closest one to Hartley would be in Swanley.

Members noted that Hartley now comes under the Tonbridge & Malling Parliamentary Boundary.

A resident asked whether there was any information in respect to the Patients Participation Group (PPG) for the local doctors Surgery for the Jubilee Medical Group (JMG).

The resident explained that over the past 6 months at least, they had spoken to many patients (mainly elderly) who are dissatisfied with accessibility to treatment, poor communication and conduct of staff towards patients.

It appears that concerns can only be voiced via the PPG which despite the resident’s efforts early on seemed invisible which resulted in them putting in a F.O.I request to JMG in July for access to minutes and contact details.

The alternative is lodge an official complaint with JMG which will only result in frustration for the patient and unnecessary workload for JMG

This has resulted in JMG updating their website and now including recent minutes of the PPG as well as a page allowing patients to apply to join the group so at least this has made some progress.

The resident advised that to date, they have heard nothing from the PPG.

The resident advised that through contacting the Parish Council they had been able to establish that the Council was aware of the group and contact with Councillor Cole assisted things further.

The resident thanked the staff in the Parish Office and Councillor Cole for their prompt attention in this matter.

The resident reported that their aim is simply to bring patients' concerns to the attention of the PPG and make JMG aware of these and if necessary work with JMG to improve patient service. Not to dictate to JMG their shortcomings.

Cllr Penny Cole reported that the PPG had folded during COVID and that she and Cllr Perry Cole had lobbied to get the PPG meetings re-instated.

The PPG has to have a limited number of members to enable it to work.

The PPG has all new members and Cllrs Cole are members as residents only, not in an official capacity.

Cllr Oxtoby commented that the lack of communication appeared to be the key issue.

Cllr Penny Cole reported that within the next month, a survey would be issued to residents either online, or via a paper copy (to be collected from the surgery).

Members noted that there is now a complaints section on the surgery's website.

Cllr Penny Cole reported that there are currently vacancies on the PPG.

Members noted that there would be a "Health and Wellbeing" day at the Long Valley Hall in Longfield on 30th September and that the PPG would have a stall at the event to enable them to promote the PPG, as currently there is only representation from Hartley and New Ash Green.

The meeting resumed at 8.05p.m

