

**MINUTES
BEAN PARISH COUNCIL
Monday 11th December 2023
at 7pm
at
Bean Village Hall**

Members noted that following a resolution passed at the October 2010 Meeting, Item 7, and in accordance with Standing Orders 12a the Minutes of the previous meeting would be taken as read.

Present: Cllr. K Burgin (Chair), Cllr. K Clarke, Cllr. A Munday, Cllr. J Turner, Cllr. S Weeks

There were no members of the public present.

PC Yates attended the meeting, leaving after item 6

	Agenda Item
1	<u>Apologies for absence</u> Were received and accepted from Cllr. Hammock who was attending DBC GAC.
2	<u>Declarations of interest</u> 2.1 There were no updates to the Register of Interests 2.2 There were no declarations of interest against an agenda item.
3	<u>Public Participation (Local Government Act, s 100)</u> The council meets and makes its decisions in public. A council meeting is not a public meeting. It is a meeting held in public and there is no requirement in law which allows members of the public to speak at such meetings. However, the council is keen to encourage public attendance at meetings and will therefore provide an opportunity to local registered electors to show it is committed to community engagement. A maximum of 3 minutes is allowed per person to speak and the total length of time afforded for public participation at each meeting shall be no more than 10 minutes, subject to an extension of this time, in exceptional circumstances, being agreed by the Chairman.
4	<u>Minutes</u> 4.1 Minutes of the Parish Council Meeting held on Monday 13 th November 2023 that they be received as a true and complete record and that the resolutions contained therein be deemed to be the resolutions of the Council. RESOLVED: <i>That the Minutes of the Parish Council Meeting held on 13th November 2023 be approved and adopted as a true record</i>
5	<u>Matters Arising</u>

	<p>5.1 Bluewater Community Forum Members received a report on the Bluewater Community Forum.</p> <p>5.2 Parish Council Vacancy On 1st December 2023 (14 days, excluding Saturdays, Sundays and Bank Holidays, after the published date of the vacancy notice) DBC had not received a request for an election to fill said vacancy by 10 electors. Therefore, the Parish Council Co-option Policy will now be implemented inviting applications for consideration by Council.</p> <p>RESOLVED: <i>That the advertisement of vacancy be published on 2nd January 2024 inviting applications to be sent to the clerk by 31st January 2024, for consideration by Council at the Full Parish Council meeting on Monday 12th February 2024.</i></p> <p>5.3 Elders Forum Digital Buddies Project. Further to the meeting in September when some attendees advised that they sometimes encountered problems when using IT, NWK College Computing Students are offering a 'buddy system' for those interested in receiving assistance with accessing Apps.</p>
6	<p><u>Announcements from the Chair</u> The Chair proposed that Item 13 be considered next on the agenda to allow PC Yates to leave the meeting to return to duties. The proposal was unanimously agreed.</p>
13	<p><u>Kent Police</u> PC Yates introduced himself and updated members on the current situation with the Neighbourhood Policing Team which currently has only 7 of its full complement of 13 officers. Unfortunately, Bean does not have an allocated Beat Officer at this time but PC Yates is one of the officers covering the Bean beat and confirmed his contact details.</p>
7	<p><u>Community Rural Warden</u> 7.1 The report from the Community Warden was noted.</p>
8	<p><u>Correspondence</u> The following were noted</p> <ul style="list-style-type: none"> - The Rural Bulletin November 14, 21, 28 - Request from Sutton-at-Hone and Hawley Parish Council for parishes to submit their views on a range of strategic topics for discussion with the KCC Cabinet Member.
9	<p><u>KALC/SLCC/NALC</u> The following were noted.</p> <p>9.1 NALC Chief Executive's Bulletin 30 November 9.2 NALC Newsletter 22, 29 November 9.3 NALC and KALC events</p>
10	<p><u>Parish Forum</u> The next meeting will take place on 16 January 2024</p>
11	<p><u>GDPR</u></p>

	No matters to consider.
12	<p><u>Consultations</u></p> <p>12.1 Kent Fire & Rescue Survey https://www.kent.fire-uk.org/saferfuture</p>
14	<p><u>Planning</u></p> <p>The following were noted</p> <p>14.1 Weekly planning lists from DBC including Planning Decisions taken under delegated powers</p> <p>14.2 Weekly planning lists from EDC</p> <p>The following application was considered</p> <p>14.3 DA/23/01286/FUL Bean Cottage Shellbank Lane Bean Kent Demolition of existing detached dwelling and outbuildings and erection of replacement dwelling and associated works</p> <p>No comments or observations.</p>
15	<p><u>Highways</u></p> <p>15.1 Bean Interchange Closures The planned closures for January and February 2024 were noted.</p>
16	<p><u>Environmental Issues</u></p> <p>No matters to consider.</p>
17	<p><u>Footpaths</u></p> <p>No matters to consider.</p>
18	<p><u>Beacon Woods</u></p> <p>18.1 Update on the lease with Tarmac – now with legal department but Council is in receipt of a ‘To whom it may concern’ letter stating Tarmac Cement and Lime Ltd have agreed terms with Bean Parish Council for an extension to their lease of Beacon Wood Country Park. The new lease, which is currently being drafted by solicitors, will start from the 1st Jan 2023 and will have a term of 20 years.</p> <p>18.2 Parish Council noticeboard for Beacon Woods will be ordered in January.</p> <p>18.3 To note that the Clerk met with the Balfour Beatty Site Agent on Monday 11th December 2023 at 12.00 to inspect the completed remedial works to the steps and educational area. Unfortunately, no representatives from National Highways were present as they had inspected the site the previous Friday and the Estates Manager from Lafarge was also, unable to attend due to a prior commitment. The Chair of FoBW accompanied the Clerk on the inspection and the following additional work was agreed.</p> <ol style="list-style-type: none"> 1) That one of the insect hotels be re-sited to be closer to one of the ‘classroom’ areas. 2) That 2 x 1T bags of Breedon gravel be delivered to the overflow car-park for future use by FoBW.

	<p>18.4 FoBW bank mandate. RESOLVED <i>That Cllrs. K Clarke and A Munday be added to the FoBW Bank Mandate</i></p>
19	<p><u>Recreation Facilities</u> No matters to consider.</p>
20	<p><u>Bean Village Hall</u> 20.1 Provision of Wi-Fi The response from Currys was noted</p> <p>EE offer a small portable hub for 4G WiFi that should provide sufficient speed for hall users purposes - Likely speeds can be tested using any EE connected mobile phone Supports up to 32 devices simultaneously 30m effective wifi range Device is free then various data plans based on 24-month contract 5GB data monthly £14 25GB data monthly £17 125GB data monthly £40</p> <p>RESOLVED: <i>That a 4G portable hub be purchased from EE together with 25GB data at a monthly charge of £17 and, if possible, be included with the contract between the Parish Council and EE for the Council's mobile phone.</i></p>
21	<p><u>Allotment Association</u> 21.1 Allotment AGM Monday 27th November 2023 at 7pm The Association failed to elect any officers to run the association. An extra-ordinary AGM has been called for Monday 18th December at 7pm for the sole purpose of electing officers.</p> <p>Failure to elect Officers to run the Association will result in the Association defaulting on their Agreement with Bean Parish Council. In the event of the above the management of Bean Allotments will pass to Bean Parish Council and will be administered by the Parish Office. The Parish Council will make any appointments it considers necessary regarding the management of the allotments. If, at some time in the future, the allotment holders wish to re-instate an Agreement between themselves and Bean Parish Council, the Council would consider the application favourably.</p>
22	<p><u>Residents' Association</u> 22.1 The Minutes of the November meeting were noted. 22.2 The Agenda for the December meeting was noted.</p>
23	<p><u>Finance</u> 23.1 Bank and Scribe reports up to 30 November 2023 The following documents had been distributed prior to the meeting and were noted.</p> <ul style="list-style-type: none"> - Co-op Bank transactions on all accounts 1- 30 November 2023 - Bank reconciliation on all accounts - Monthly breakdown of receipts and payments

- Net position by cost centre and code
- Receipts and payments forecast
- Summary of receipts and payments all cost centres and codes
- Cost centre year comparisons

23.2 Balance as at 30 November 2023 on all accounts

Bean Parish Council

Reserve Account	11,733.08
Current Account (No. 1 account)	5,097.70
Petty Cash	42.66
TOTAL	16,873.44

Bean Village Hall

Current Account (No. 2 account)	12,516.20
Petty Cash	95.62
TOTAL	12,611.82

23.3 Membership of SLCC

The payment of £183 for the Clerk’s subscription to SLCC was APPROVED.

23.4 2024/2025 Budget

Members received draft budgets for three different budget proposals. Each proposal was discussed at length and in great detail. It was noted that the calculations had been based on a council tax base of 547.17 (2023-24). However, the budget proposal being submitted to DBC for approval at the GAC includes a council tax base for Bean of 545.90.

RESOLVED:

That the budget papers, reflecting the proposed 2024-2025 council tax base of 545.90, be re-presented at the January meeting for further discussion and a final decision on the Precept for 2024-2025 be taken.

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Items of interest

24.1 Chair’s Items - None

24.2 Borough Councillor’s Items - None

24.3 Members’ Items – Members were concerned to learn that there is a proposal to close the pharmacy operated at the Bean Village Surgery. This will adversely affect Bean patients as the nearest pharmacy, within 1 mile, as the crow flies is in Swanscombe which is 3½ miles by road and inaccessible to Bean residents by public transport. The surgery also offers an invaluable service to those patients who are unable to leave their homes by delivering prescriptions directly to them.

24.4 Clerk’s Items

The Clerk’s verbal report was noted.

There being no further business the Chair closed the meeting at 9.15pm

Chair.....

Date.....