

MINUTES
BEAN PARISH COUNCIL
Monday 10th June 2024
at 7.00pm
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 Turner-Burgin (Chair), Cllr. K Clarke, Cllr. D Hammock, Cllr. A Munday, Cllr. J Turner-Burgin, Cllr. S Weeks, Cllr. T Williams

There were no members of the public present.

	Agenda Item
1	<p><u>Apologies for absence</u> None, all members were present.</p>
2	<p><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. 2.2.1 It was NOTED that Cllr. Hammock sits on DBC Development Board and therefore, would refrain from any discussions or decisions regarding planning matters.</p>
3	<p><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.</p> <p>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.</p> <p>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.</p>
4	<p><u>Minutes</u> 4.1 To APPROVE the Minutes of the Annual Parish Council Meeting held on Monday 20th May 2024 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.</p> <p><i>RESOLUTION:</i> <i>That the Minutes of the Annual Parish Council held on 20th May 2024 be approved and adopted as a true record</i></p>

5	<p><u>Matters Arising/Urgent Matters</u> None.</p>
6	<p><u>Announcements from the Chair</u> 6.1 Beacon Wood Country Park website The Chair advised members that although information regarding the Country Park is included on the Parish Council website he asked members if they considered if it would be beneficial for the Country Park to have its own website. The Clerk had, on Council's prior instruction, purchased the domain name beaconwoodcountrypark.uk and an additional email, beaconwoodcountrypark@beanparishcouncil.gov.uk could easily be set up on the Council's gov.uk email account. The cost of a website from Hugofox would be £9.99/month. Members were unanimous in agreeing the importance of the Country Park having its own website.</p> <p>RESOLVED; <i>That the Council purchases a website for Beacon Wood Country Park from Hugofox at a cost of £9.99/month</i></p>
7	<p><u>Community Rural Warden</u> 7.1 The CW's written report was received and the following particular points noted. Bean Together KFRS attended our last meeting which was an informative session for all that attended. The CW continues to promote the 'Kent Advice Hub' throughout Bean.</p> <p>Issues raised during Visible Presence</p> <ul style="list-style-type: none"> • Although police attended Bean Together, the CW continues to receive complaints of bikes, small 4x4s and quads. All riding through the woods and onto the paths and roads. Residents are encouraged to report their concerns direct to the police. • Crime Intel gathered and reported to the CSU • Concerns raised that cars not displaying a disabled badge are parking in the disabled bays of Stonewood flats. The CW has advised that this is reported to DBC.
8	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> • Invitation for Councillors to attend Bean Primary School summer fair this year on Saturday 22nd June from 12 o'clock • Request from BEAMS (We support families every step of the way through the unique challenges of raising a disabled child. We do this by offering a variety of services to support children and families and enable them to have the same opportunities as any other family) for financial support. BEAMS advise that they are currently supporting 10 families in the Parish. Councillors discussed this request and unanimously agreed to make a donation. <p>RESOLVED: <i>That the sum of £200 be donated to BEAMS</i></p>
9	<p><u>KALC/SLCC/NALC</u> 9.1 The following were NOTED</p> <ul style="list-style-type: none"> - KALC June news - KALC training - NALC events - NALC Newsletters

	<p>9.2 Dartford Area Committee – Monday 15th July 2024 The invitation to attend the above was noted and Cllrs K Turner-Burgin and K Clarke will attend on behalf of Bean PC.</p>
10	<p><u>Parish Forum</u> It was noted that the 2 July meeting was cancelled due to the impending General Election and the next meeting will take place on 1st October 2024.</p>
11	<p><u>GDPR</u> There were no matters to consider.</p>
12	<p><u>Consultations</u> There were no matters to consider.</p>
13	<p><u>Kent Police</u> There were no matters to consider.</p>
14	<p><u>Planning</u> The following were NOTED 14.1 Weekly planning lists from DBC including Planning Decisions taken under delegated powers 14.2 Weekly planning lists from EDC</p>
15	<p><u>Highways</u> There were no matters to consider.</p>
16	<p><u>Environmental Issues</u> There were no matters to consider.</p>
17	<p><u>Footpaths</u> 17.1 Footpath DR24 The stopping up of DR24, by the installation of posts and barbed wire, from the intersection with DR25 to Sandy Lane has been reported both directly to the PROW Officer and via the KCC Footpaths Portal.</p>
18	<p><u>Beacon Woods</u> Refer item 6.</p>
19	<p><u>Recreation Facilities</u> 19.1 Fencing Work Fencing work as agreed at the May meeting will take place on Thursday 13th June.</p>
20	<p><u>Bean Village Hall</u> 20.1 Wooden shed for use by the pre-school. Councillors received a matrix of suppliers and costs for a 20' x 6' wooden shed.</p> <p>RESOLVED <i>To purchase a 20' x 6' Major Pent at a total cost of £3,952.45 VAT from Dartford Portable Buildings which includes trade assembly, concrete bearers, guttering and wood stain Holly Geren.</i></p>

	<p>20.2 Members discussed the quotation of £750 for the agreed work in the garden and the installation of a HIVE system for the hall.</p> <p>RESOLVED; <i>That the quotation from KS Malham for garden work as detailed and the installation of a HIVE system in the village hall at a total cost of £750 be approved with the work to take place during the summer school break.</i></p>														
21	<p><u>Allotment Association</u> There were no matters to consider.</p>														
22	<p><u>Residents' Association</u></p> <p>22.1 Members received a report on the Special Meeting held on 3rd June 2024 with representatives from EDC. Unfortunately, the representatives from EDC were new to the organization and therefore not up to speed on the issues raised.</p> <p>22.2 The Minutes of the meeting held on 5th February 2024 were noted and the reports from the Secretary and Treasurer which includes a report on Litter Picking, National Highways responses to the FOI requests and KCC Director's formal response to the formal complaint made by Bean RA on the Operation of 'Bean Junction Improvements'.</p>														
23	<p><u>Finance</u></p> <p>23.1 Bank and Scribe reports up to 31 May 2024 The following were received and discussed</p> <ul style="list-style-type: none"> - Co-op Bank transactions on all accounts 1- 31 May 2024 - 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 <p>23.2 Balance as at 31 May 2024 on all accounts <u>Bean Parish Council</u></p> <table border="1" data-bbox="331 1458 1209 1615"> <tr> <td>Reserve Account</td> <td>9,061.49</td> </tr> <tr> <td>Current Account (No. 1 account)</td> <td>11,476.20</td> </tr> <tr> <td>Petty Cash</td> <td>42.66</td> </tr> <tr> <td>TOTAL</td> <td>20,580.35</td> </tr> </table> <p><u>Bean Village Hall</u></p> <table border="1" data-bbox="331 1682 1209 1805"> <tr> <td>Current Account (No. 2 account)</td> <td>15,666.99</td> </tr> <tr> <td>Petty Cash</td> <td>54.12</td> </tr> <tr> <td>TOTAL</td> <td>15,721.11</td> </tr> </table> <p>23.3 Internal Auditor's Report - May 2024 Was received and noted</p> <p>23.4 <u>2023-2024 Accounts</u></p> <p>23.4.1 Financial Year 2023-2024 The following documents, produced by SCRIBE, had been circulated.</p>	Reserve Account	9,061.49	Current Account (No. 1 account)	11,476.20	Petty Cash	42.66	TOTAL	20,580.35	Current Account (No. 2 account)	15,666.99	Petty Cash	54.12	TOTAL	15,721.11
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	<p>Balance sheet Annual Return Reconciliation between Box 7 and Box 8 Fixed assets report Income and Expenditure Account Summary of Income & Expenditure All Cost Centre and Codes</p> <p>23.4.2 Financial Year 2023-2024 – Annual Governance and Accountability Return 2023/24 Part 3</p> <p>23.4.2.1 Annual Internal Audit Report 2023-24 It was noted that this has been completed by our Internal Auditor and dated 25th May 2024 and to APPROVE the invoice of £140 for the work undertaken.</p> <p>RESOLVED <i>That the Internal Auditor’s invoice of £140 for 2023-24 internal audit be approved for payment.</i></p> <p>23.4.2.2 Section 1 – Annual Governance Statement 2023/24 The statement was completed, approved and signed.</p> <p>23.4.2.3 Section 2 – Accounting Statement 2023/24 Reconciliation between Box 7 and Box 8 and Explanation of Variances was noted and approved and the Accounting Statement 2023/24 was approved and signed.</p> <p>23.3.2.4 Notice for Public Inspection</p> <p>RESOLVED <i>That the approved unaudited Annual Return be posted on the Council’s website on Tuesday 11th June 2024 together with the notice for Public Inspection stating that the notice period for Public Inspection will be from Wednesday 12th June to Tuesday 23rd July 2024.</i></p>
24	<p><u>Items of interest</u></p> <p>24.1 Chair’s Items - none 24.2 Borough Councillor’s Items – none 24.3 Members’ Item – none 24.4 Clerk’s Items – none</p>

There being no further business the Chair closed the meeting at 8pm

Chair..... Date