

**MINUTES**  
**BEAN PARISH COUNCIL**  
**Monday 14<sup>th</sup> October 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 Clarke, Cllr. D Hammock, Cllr. A Munday (Vice-Chair),  
 Cllr. J Turner-Burgin, Cllr. K Turner-Burgin (Chair), Cllr. S Weeks,  
 Cllr. T Williams

**There were no members of the public present.**

	<b>Agenda Item</b>
<b>1</b>	<p><b><u>Apologies for absence</u></b>            There were no apologies. All members were present.</p>
<b>2</b>	<p><b><u>Declarations of interest</u></b>  <b>2.1</b> There were no updates to the Register of Interests  <b>2.2</b> There were no declarations of interest against an agenda item.  <b>2.2.1</b> It was NOTED that Cllr. Hammock sits on DBC Development Board and therefore, will refrain from any discussions or decisions regarding planning matters.</p>
<b>3</b>	<p><b><u>Public Participation (Local Government Act, s 100)</u></b>            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>
<b>4</b>	<p><b><u>Minutes</u></b>  <b>4.1</b> To APPROVE the Minutes of the Parish Council Meeting held on Monday 9<sup>th</sup> September 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><b>RESOLVED:</b>  <i>That the Minutes of the Parish Council held on 9<sup>th</sup> September 2024 be approved and adopted as a true record</i></p>

5	<p><b><u>Remembrance Day 11 November 2024</u></b>          Bean's Remembrance Day Service will take place at the Memorial Stone on Sunday 10<sup>th</sup> November 2024 at 2pm.          The Clerk will produce Order of Service sheets and Cllr. Weeks will invite Revd. Nevell to lead the service.          Large poppies will be positioned on lampposts and fencing on Sunday 27<sup>th</sup> October, starting at 10am at the hall.</p>
6	<p><b><u>Announcements from the Chair</u></b>          None</p>
7	<p><b><u>Community Rural Warden</u></b>  <b>7.1</b> The CW's report was noted  <b>7.2</b> Bean Together Fish &amp; Chip Super was very well received and attendees enjoyed a talk about owls. Members expressed their gratitude to the Community Warden for her hard work in organising this very successful event.</p>
8	<p><b><u>Correspondence</u></b>          The following correspondence was noted.</p> <ul style="list-style-type: none"> <li>• Santa's visit to Bean – Sunday 22 December at 11.30am</li> <li>• Rural Bulletin 2 October 2024</li> <li>• Notes from Bluewater Community Forum meeting held on Thursday 26th September 2024 and to note that the next meeting will take place on Thursday 28th November 2024 6-8pm at Bluewater. The theme will be On the River and with a speaker from the RNLI.</li> </ul> <p><b><i>RESOLVED</i></b>  <b><i>That a £50 cash donation from Bean Parish Council be presented to the RNLI at the November Community Forum Meeting.</i></b></p> <ul style="list-style-type: none"> <li>• Invitation from the Leader of DBC to the Chair of the Parish Council to attend the Service of Remembrance at the War Memorial, Central Park, Dartford on Sunday 10 November 2024 at 10.45am. Cllr Turner-Burgin confirmed his intention to attend.</li> <li>• Kent County Council invitation to an EV event they are hosting in partnership with the Energy Saving Trust, Dartford Borough Council and Gravesham Borough Council at the Castle Hill Community Centre within the Ebbsfleet Valley on the 29th October 2024 (10:00-14:00). The event will include opportunities to test drive electric vehicles, static displays and information stands as well as some presentations from our event partners.          Free tickets are available here: <a href="https://www.ticketsource.co.uk/kent-county-council-climate-change/t-avelqeo">https://www.ticketsource.co.uk/kent-county-council-climate-change/t-avelqeo</a></li> <li>• Elders Forum meeting will take place on Monday 4th November 2024 at Acacia Hall, Darent Suite, Dartford, DA1 1DJ, beginning at 10:00am. Doors will open from 9.30am for registration, tea, coffee and biscuits, and the day will close following lunch at approx.12pm.</li> <li>• Census 2021 – information relating to Bean</li> <li>• Review of Polling Districts and Polling Stations. It was noted that the review does not affect Bean.</li> </ul>
9	<p><b><u>KALC/SLCC/NALC</u></b>  <b>9.1</b> The following were noted.</p> <ul style="list-style-type: none"> <li>- KALC October news</li> <li>- KALC Weekly Training Bulletin</li> </ul>

	<ul style="list-style-type: none"> <li>- The minutes of the July 15<sup>th</sup> meeting of Dartford Area Committee</li> <li>- The agenda for the 7<sup>th</sup> October meeting of the Dartford Area Committee. This meeting was attended by Cllr. Clarke together with representatives from Swanscombe &amp; Greenhithe, Stone and Longfield &amp; New Barn. Attendees received an update from KALC's CEO and a presentation on Kent &amp; Medway Resilience Forum.</li> <li>- Request to complete questionnaire regarding the work carried out by Community Wardens <a href="https://www.surveymonkey.com/r/HGQPJ93">https://www.surveymonkey.com/r/HGQPJ93</a></li> </ul>
10	<p><b><u>Parish Forum</u></b> Members noted the Clerk's report on the meeting which took place on on Tuesday 1<sup>st</sup> October 2024 and the report from Kent Police.</p>
11	<p><b><u>GDPR</u></b> No matters to consider at time of publication.</p>
12	<p><b><u>Consultations</u></b> No matters to consider at time of publication</p>
13	<p><b><u>Kent Police</u></b> It was noted that Kent's Police and Crime Commissioner has begun a consultation on the new Police and Crime Plan. This forms the priorities the police should follow for the next few years. <a href="https://www.smartsurvey.co.uk/s/PoliceandCrimePlan2024/">https://www.smartsurvey.co.uk/s/PoliceandCrimePlan2024/</a></p>
14	<p><b><u>Planning</u></b> <b>The following were noted.</b></p> <p><b>14.1</b> Weekly planning lists from DBC including Planning Decisions taken under delegated powers</p> <p><b>14.2</b> Weekly planning lists from EDC</p> <p><b>14.3</b> Planning enforcement reference 24/00143/ENF - Compliance with enforcement notice; Appeal Decision: APP/T2215/C/20/3259489 Drudgeon Farm - Traveller's winter quarters The deadline for the Showman Travellers to restore the land at Drudgeon Farm to its previous condition and re-seeded was 17th September 2023. To NOTE on 25 September 2024 DBC Enforcement were asked by this Council why the enforcement has not been complied with. No response received to date.</p>
15	<p><b><u>Highways</u></b> <b>15.1</b> Members discussed the results of the speed survey which took place on Southfleet Road during the end of June/early July and instructed the Clerk to, follow up on Highways proposed meeting with Kent Police regarding the results and, request a joint meeting with the Council.</p>
16	<p><b><u>Environmental Issues</u></b> No matters to consider at time of publication.</p>
17	<p><b><u>Footpaths</u></b> <b>17.1 Footpath DR24</b> Is now open to walkers but posts and fencing remain.</p>

18	<p><b><u>Beacon Woods</u></b></p> <p><b>18.1</b> Main entrance gate New padlock has been purchased to replace the old padlock which had failed.</p> <p><b>18.2</b> Car-parking at Beacon Woods It has become apparent that as many as 50% of the visitors to the Country Park are not paying the voluntary £1 car parking fee. As car-parking fees are the sole income for The Friends of Beacon Woods, Cllr. Clarke has been investigating online paying for parking. QR codes had been considered but, unfortunately, they are open to targeting by scammers. Cllr. Clarke is now in contact with ‘Parking Solutions’ and will present a proposal for Council’s consideration at the November meeting.</p>
19	<p><b><u>Recreation Facilities</u></b></p> <p><b>19.1</b> The proposed new costs from Landscape Services for grass cutting in 2025 were noted but if implemented would be breaking the 3-year contract the Council has already agreed with them. <b>RESOLVED:</b> <b><i>That the Clerk responds to Landscape Services that the Council does not accept the proposed new charges and that if implemented Landscape Services would be breaking an agreed contract.</i></b></p> <p><b>19.2</b> The Annual Inspection Report of the play and keep fit equipment was noted and the Clerk confirmed that the identified repairs/improvements are in hand.</p> <p><b>19.3</b> The following work has been carried out in the rec. - Remove and replace two sets of swing chains and shackles and one flat seat. This is additional work following the failure of one set of shackles. £498.95 +VAT - Climbing Frame - Remove existing rope bridge and dispose. Supply and install replacement rope bridge Remove and replace flat swing seat Cost £1,799.20 +VAT  Total cost £2,298.15 + VAT</p> <p><b>19.4</b> Members discussed the £670.20 plus VAT quotation for the repairs to the basketball back board and replacement of the netting. <b>RESOLVED</b> <b><i>That the basketball back board and netting be replaced at a total cost of £670.20 plus VAT and the funds to carry out this work be taken from reserves.</i></b></p> <p><b>19.5</b> Fencing at rear of goal mouths Vandalism of these fences has resulted in the fencing becoming a safety hazard and piecemeal repairs are no longer proving to be effective. <b>RESOLVED</b> <b><i>That the Clerk obtains quotations to replace the fencing, nearest the play equipment, in its entirety and that the work be carried out urgently. Funds to carry out this work will be taken from reserves.</i></b></p>
20	<p><b><u>Bean Village Hall</u></b></p> <p><b>20.1</b> It was noted that due to missing the funding window for Term 2 the pre-school will not be extending their hours to include Wednesday afternoons until January 2025.</p>

	<p><b>20.2</b> The 26 September 2024 Food Hygiene Inspection Report was received and discussed. <b>RESOLVED</b> <i>That a new 'fridge be purchased to replace the existing 'fridge which has badly rusted.</i></p>														
21	<p><b><u>Allotment Association</u></b> <b>21.1 Agreement between Bean Parish Council and Bean Allotment Association</b> Was APPROVED.</p>														
22	<p><b><u>Residents' Association</u></b> The Minutes of the meeting held on 5<sup>th</sup> August 2024 were noted and the agenda and attachments for the meeting held on 7<sup>th</sup> October 2024 were also noted.</p>														
23	<p><b><u>Finance</u></b></p> <p><b>23.1 Balances as at 30 September</b> on all accounts <u>Bean Parish Council</u></p> <table border="1" data-bbox="331 831 1209 987"> <tr> <td>Reserve Account</td> <td>14,102.56</td> </tr> <tr> <td>Current Account (No. 1 account)</td> <td>16,166.43</td> </tr> <tr> <td>Petty Cash</td> <td>42.66</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>30,311.65</b></td> </tr> </table> <p><u>Bean Village Hall</u></p> <table border="1" data-bbox="331 1059 1209 1173"> <tr> <td>Current Account (No. 2 account)</td> <td>11,924.62</td> </tr> <tr> <td>Petty Cash</td> <td>13.87</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>11,938.49</b></td> </tr> </table> <p><b>23.2 Bank and Scribe reports up to 30 September 2024</b> The following were received and discussed</p> <ul style="list-style-type: none"> <li>- Co-op Bank transactions on all accounts 1- 30 September 2024</li> <li>- Bank reconciliation on all accounts to be agreed and signed</li> <li>- Monthly breakdown of receipts and payments</li> <li>- Net position by cost centre and code</li> <li>- Receipts and payments forecast</li> <li>- Summary of receipts and payments all cost centres and codes</li> <li>- Cost centre year comparisons</li> </ul> <p><b>23.3</b> The following invoices were APPROVED for payment Scribe Accounts renewal (2024) at a cost of £384.00 + VAT Local Authority Tech CIC – Parish Online – website 2024/25 £275 +VAT</p> <p><b>23.4</b> It was noted that the ICO Annual renewal has been paid at a cost of £35. New Expiry date is 30 September 2025.</p> <p><b>23.5</b> It was noted that a direct debit of £2.99/month has been set up with Hugofox on behalf of the Friends of Beacon Wood for the provision of Beacon Wood Country Park website.</p> <p><b>23.6 Financial Regulations 2024</b> The updated Financial Regulations 2024 based on the template produced by the National Association of Local Councils (NALC) in April 2024 for the purpose</p>	Reserve Account	14,102.56	Current Account (No. 1 account)	16,166.43	Petty Cash	42.66	<b>TOTAL</b>	<b>30,311.65</b>	Current Account (No. 2 account)	11,924.62	Petty Cash	13.87	<b>TOTAL</b>	<b>11,938.49</b>
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	<p>of its member councils and county associations were APPROVED</p> <p><b>23.7 Internal Auditor</b>  <b>RESOLVED:</b>  <i>To appoint Lionel Robbins as the Council's Internal Auditor for the Financial Year 2024-2025.</i></p> <p><b>23.8 Risk Management</b>  The updated Risk Management, Control and Governance Processes which now reflects the changes in the 2024 Financial Regulations was APPROVED.</p> <p><b>23.9 Review of Clerk's Salary – 2024-25 pay award</b>  It was noted that on 15 July Clerks were advised that whilst one union (GMB) had accepted this year's offer, it had been rejected by the two other unions, UNISON and UNITE. Both organisations are now moving to a ballot for industrial action of their members. UNITE have advised that their ballot would begin on 27 August and end on 15 October while the UNISON ballot would start on 4 September and finish on 16 October. Therefore, the pay award from 1 April 2024 will be delayed until mid to late October at the earliest.</p>
24	<p><b><u>Items of interest</u></b></p> <p><b>24.1 Chair's Items</b> None</p> <p><b>24.2 Borough Councillor's Items</b> None</p> <p><b>24.3 Members' Item</b> None</p> <p><b>24.4 Clerk's Items</b> The Clerk's report was noted</p>

There being no further business to consider the Chair closed the meeting at 21.18

Chair..... Date .....