


MINUTES
BEAN PARISH COUNCIL
Monday 8th September 2025
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, Cllr. J Turner-Burgin, Cllr. K Turner-Burgin (Chair), Cllr. SA Weeks, Cllr. T Williams

There were no members of the public present.

	Agenda Item
1	<p><u>Apologies for absence</u> There were no apologies for absence. 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 Parish Council Meeting held on Monday 14th July 2025 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>RESOLVED:</i> <i>That the Minutes of the Parish Council meeting held on 14th July 2025 be approved and adopted as a true record</i></p>

5	<p><u>Items for Consideration</u></p> <p>The Chairman announced the addition of a planning application for consideration, details of which had been sent to all members prior to the meeting. 25/01020/FUL Erection of single-storey rear extension Bean House Bean Lane Bean Kent DA2 8AY https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1YIJQBQKH800</p>
6	<p><u>Correspondence</u></p> <p>The following items of correspondence were noted.</p> <ul style="list-style-type: none"> - Rural Bulletin 22, 29 July, 5, 12, 19, 27 August, 2 September - RSN Monthly Rural Funding Digest and Government Consultations Bulletin (Aug) - Beyond the AGAR: Preparing for the Next Wave of Annual Reporting Changes. -  Scribefest 2025 - The FREE Online Conference for Town, Parish & Community Councils. Thursday 9th October, 9:30 AM - 4:00 PM. The Clerk will be attending. - Kent County Council Official Opposition Newsletter - Dartford and Gravesham NHS Trust Annual General Meeting 2025 3.30pm on Monday 22 September 2025 - My Community Voice – September edition
7	<p><u>KALC/SLCC/NALC</u></p> <p>7.1 New Devolution Page https://www.kentalc.gov.uk/devolution</p> <p>7.2 Correspondence from KALC The following were noted:</p> <ul style="list-style-type: none"> - NALC CEO Bulletins - KALC – August News, September Newsletter - KALC Update Bulletin Week Ending 22nd August
8	<p><u>HR COMMITTEE</u></p> <p>This committee is chaired by the Vice Chair. To appoint 2 additional members, excluding the Chair of the Parish Council who would Chair the Appeals Committee.</p> <p><i>RESOLVED</i> <i>That Cllrs Hammock and Weeks be appointed to the HR Committee</i></p>
9	<p><u>GDPR and Governance compliance</u></p> <p>9.1 It was noted that ICO fees (Data Protection fee for Registration reference: ZA143817) increased by 29.8% on February 17, 2025, following a government consultation. The increase is from £40 less £5 for paying by direct debit to £52 less £5 for paying by Direct Debit, for payment before 30 September 2025</p> <p>9.2 Members received a presentation on the changes to Assertion 10 of the Governance Statement of the AGAR for year ending 31 March 2026.</p> <p>9.3 Members discussed the draft IT Policy</p> <p><i>RESOLVED</i> <i>That subject to the addition to the policy of the information below from SMALLER AUTHORITIES' PROPER PRACTICES PANEL PRACTITIONERS' GUIDE 2025 regarding the Council's website that the IT Policy be approved.</i></p>

	<p>- <i>All smaller authorities (excluding parish meetings) must meet legal requirements for all existing websites regardless of what domain is being used.</i></p> <p>- <i>All websites must meet the Web Content Accessibility Guidelines 2.2 AA and the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.</i></p> <p>- <i>All websites must include published documentation as specified in the Freedom of Information Act 2000 and the Transparency code for smaller authorities (where applicable).</i></p>
10	<p><u>Consultations</u></p> <p>10.1 KCC Budget Consultation 2026-27. https://letstalk.kent.gov.uk/budget-consultation-2026-27 responses by 29 September, was noted.</p>
11	<p><u>Kent Police</u></p> <p>There were no items to consider.</p>
12	<p><u>Planning</u></p> <p>The following were noted</p> <p>12.1 Weekly planning lists from DBC including Planning Decisions taken under delegated powers</p> <p>12.2 Weekly planning lists from EDC</p> <p>It was NOTED that the following application has been REFUSED</p> <p>12.3 DA/25/00033 Stable Yard Adjacent 1 Stonewood Cottages Sandy Lane Bean Erection of 1no. chalet bungalow</p> <p>01 The proposal is considered to be inappropriate development in the Green Belt, harmful to its openness and the purposes of Green Belt, in particular encroachment in the countryside. Very special circumstances have not been demonstrated to outweigh this harm and the proposal is therefore contrary to Policy M12 of the Dartford Local Plan to 2037 and paragraphs 153, 154 and 155 Of the National Planning Policy Framework.</p> <p>02 The benefits of the provision of one dwelling would not outweigh the disbenefits in respect of harm to the openness of the Green Belt and the unsustainable location of the site contrary to Policy S5 of the adopted Dartford Local Plan 2037</p> <p>This property has now been put up for sale.</p> <p>The following applications were considered</p> <p>12.4 KCC/DA/0109/2025 Land off Watling Street, Eastern Quarry, Swanscombe, Dartford, Kent Section 73 application to vary Condition 2 of planning permission EDC/21/0046 to allow for the use of the site for recycling for a further 5-year period. No comment</p> <p>12.5 DA/25/00857/P3Q Farmland Rear Of Drudgeon Farm School Lane Bean Kent Application under Schedule 2, Part 3, Class Q of the Town and Country Planning (General Permitted Development) Order 2015 as to whether prior approval is required for proposed change of use from an agricultural building to 5 dwellings (C3 Use class).</p>

	<p>https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SZV1VBBQJ3700</p> <p>Following discussion members resolved unanimously to object to this application for the following reasons.</p> <ol style="list-style-type: none"> 1. The applicant states <i>Site is located within countryside but no other statutory designations</i>. The site is within a rural area characterised by farms and individually designed dwellings. The area is in fact designated 'Green Belt, Borough Open Space and of Significance for Agriculture'. 2. The applicant states <i>The barn in question is not readily visible from public vantage points being screened by the adjoining mature boundary trees and hedging</i>. It should be clarified that this screening is situated on land owned by an adjacent landowner, not the applicant. As such, the continued effectiveness and maintenance of this screening cannot be guaranteed by the applicant. 3. For at least the past 10 years, there have been minimal commercial vehicle movements associated with the existing use of the barn. The introduction of residential use will undoubtedly result in an increase in vehicular movements, particularly car traffic, and therefore should be considered a net increase. 4. It is unclear how the proposed houses will be accessed. If access is intended via the track on the bend of School Lane, which includes Public Right of Way DR25, it is important to note that we believe this route is subject to a High Court Injunction. This could have serious implications for the viability and legality of the proposed access route, and should be investigated thoroughly as part of the planning assessment. <p>12.6 DA/25/01017/FUL Bean House, Bean Lane, Bean. Kent DA2 8AY Erection of two-storey side extension https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1Y7FJBQKGL00 No comment</p> <p>12.7 DA/25/01020/FUL Erection of single-storey rear extension Bean House, Bean Lane, Bean. Kent DA2 8AY https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1YIJQBQKH800 No comment</p>
13	<p><u>Highways</u></p> <p>13.1 The 'lego' blocks at the Watling Street side of the Sandy Lane underpass have been moved. The gap appears to be wide enough for quad bikes, not cars, to pass. KCC have been informed with a request to reposition the blocks. The gate at the School Lane end is currently with the Parish Council's contractor for refurbishment ready for installation when the blocks have been repositioned.</p> <p>13.2 Various Roads in the Borough of Dartford - Speed Limit Consolidation Order https://letstalk.kent.gov.uk/various-roads-dartford-speed-limit-consolidation-order?utm_source=ehq_newsletter&utm_medium=email&utm_campaign=ehq-New-Consolidation-Order-in-</p>

	<p>Dartford&utm_campaign=website&utm_medium=email&utm_source=ehq Public Notice closes Monday 29 September 2025 at 12 noon</p>
14	<p><u>Environmental Issues</u> There were no matters to consider.</p>
15	<p><u>Footpaths</u></p> <p>15.1 It was noted that the DR22, DR23 and part of DR25 were cut mid-August. KCC have advised that we can expect the first cut to start anywhere between early April and early May, depending on how the Spring growth looks like it will go (KCC have to make that judgement in March to give the contractors time to plan their resources and mobilize), the second cut should be completed by about the time the schools go back (so late August/early September) and aim to do the last cut when growth has stopped, so the path stays clear for the winter. As the climate changes that last cut is moving back and is now typically October and maybe even into November.</p> <p>15.2 The quote received from external contractor to cut back the following paths was noted. <u>Footpaths - DR22 and DR23</u> £260 for the two walkways per trim. This includes strimming the greenery, clearing the main walkway after and removing any green waste that we deem necessary <u>Footpath - DR25</u> £300 includes strimming and clearing the greenery, clearing the main walkway after and removing any green waste that we deem necessary.</p> <p>15.3 Emergency Tree Work – DR 22 – adjacent to the allotments On Friday 29th August the Clerk authorised emergency tree work on an oak tree on the grounds of H&S. The work was carried out by AP Trees at a cost of £450 + VAT. The Clerk was instructed to pursue reimbursement from KCC PROW.</p>
16	<p><u>Beacon Woods</u></p> <p>16.1 Car parking income for July 2025 £665.25 Car parking income for August 2025 £937.50</p> <p>16.2 The dipping platform and boardwalk have been completed with the exception of the non-slip strips. The clerk will be meeting with the contractor w/c 8th September to plan the schedule for the remaining work.</p>
17	<p><u>Recreation Facilities</u></p> <p>17.1 Members considered the use of the Bean Recreation Ground by local football clubs and football training companies. It was acknowledged that the recreation ground is designated for general public use and not exclusively for organised sporting activities.</p> <p>A risk assessment has been undertaken, which identified uneven ground and holes caused by wildlife activity, particularly by foxes. Members noted that the parish's rural setting naturally attracts wildlife, and such conditions must be expected to some extent.</p> <p>It was resolved that appropriate signage be installed advising: "Caution – Uneven Surfaces in this park."</p> <p>Football clubs and training providers who approach the Council to use the play area</p>

	<p>will be reminded that it is their responsibility to ensure that the area is suitable and safe for play or training prior to use.</p> <p>The Council will investigate the cost of installing fencing beneath the surface along the recreation ground perimeter, with particular consideration given to the boundary adjoining the allotments.</p>
18	<p><u>Bean Village Hall</u></p> <p>18.1 Members considered the quotations for maintaining the garden planters. RESOLVED: <i>That the contract be awarded to MS Malham Building Services to maintain the planters for 12 months at a cost of £479.00. This will include</i></p> <ul style="list-style-type: none"> - <i>To attend the halls front planters 10 times a year.</i> - <i>To supply and feed the planters twice a year.</i> - <i>To prune when necessary.</i> - <i>To keep the planters weed free.</i> - <i>To supply and lay bark mulch twice a year.</i> - <i>To water when in attendance.</i> - <i>To remove debris and leave the area in a clean and tidy condition.</i> <p>18.2 Jumping Beans access to garden Following repeated interference to the bird feeders and water bowls by children exiting the hall by the left-hand fire exit to access the garden Councillors agreed the following. RESOLVED <i>That Jumping Beans staff and children must only use the right-hand fire exit door when accessing the garden.</i></p> <p>18.3 General Garden Maintenance Members discussed the quotation received from Pioneer GM which includes weeding edges of carpark and all sides of the hall, chopping back trees that overhang, clearing out the front of the gate and removing all green waste. RESOLVED <i>That Pioneer GM be appointed as the contractor to carry out the general maintenance of the Village Hall grounds as detailed in their email of 8 September 2025 at a total cost of £300.</i></p>
19	<p><u>Allotment Association</u></p> <p>19.1 Members discussed the letter from BAA requesting Bean Parish Council to authorise an increase in rental charges. RESOLVED <i>Re: Authorisation of Rent Increase for 2025/2026</i> <i>That Council considered the Committee's request regarding the cost of water usage and the impact on the allotment finances. In light of the higher-than-expected water bill received this year, the Council authorises the Committee to increase the cost per rod by £0.50 for the 2025/2026 season.</i> <i>Furthermore, the Council confirms that it would also support an increase of up to £1.00 per rod should the Committee consider this level of adjustment necessary to meet future water costs and ensure the continued sustainability of the allotment site.</i> <i>Plot holders are to be notified in good time of any changes to rental charges.</i></p>

20	<p><u>Residents' Association</u></p> <p>20.1 The Minutes of the AGM held in September 2024 were noted</p> <p>20.2 The agenda and supporting papers for the AGM on 1st September 2025 were noted</p>																																
21	<p><u>Finance</u></p> <p>21.1 Balance as at 31 July 2025 on all accounts</p> <p><u>Bean Parish Council (Co-op)</u></p> <table border="1"> <tr> <td>Reserve Account</td> <td style="text-align: right;">14,537.86</td> </tr> <tr> <td>Current Account (No. 1 account)</td> <td style="text-align: right;">7,016.86</td> </tr> <tr> <td>Petty Cash</td> <td style="text-align: right;">17.66</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">21,572.38</td> </tr> </table> <p><u>Bean Village Hall (Co-op)</u></p> <table border="1"> <tr> <td>Current Account (No. 2 account)</td> <td style="text-align: right;">17,468.08</td> </tr> <tr> <td>Petty Cash</td> <td style="text-align: right;">5.44</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">17,473.52</td> </tr> </table> <p><u>Bean Parish Council (Unity Trust – Beacon Woods)</u></p> <table border="1"> <tr> <td>Current account</td> <td style="text-align: right;">21,552.24</td> </tr> </table> <p>Transactions on UT account since last meeting; Deposit from cash donations £76.20 Expenditure – service charge £ 6.00</p> <p>21.2 Bank and Scribe reports up to 31 July 2025 The following were received and discussed</p> <ul style="list-style-type: none"> - Co-op Bank transactions on all accounts 1- 31 July 2025 - Bank reconciliation on all accounts as at 31 July 2025 was agreed and signed - 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>21.3 Balance as at 31 August 2025 on all accounts</p> <p><u>Bean Parish Council (Co-op)</u></p> <table border="1"> <tr> <td>Reserve Account</td> <td style="text-align: right;">14,537.86</td> </tr> <tr> <td>Current Account (No. 1 account)</td> <td style="text-align: right;">5184.55</td> </tr> <tr> <td>Petty Cash</td> <td style="text-align: right;">17.66</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">19,740.07</td> </tr> </table> <p><u>Bean Village Hall (Co-op)</u></p> <table border="1"> <tr> <td>Current Account (No. 2 account)</td> <td style="text-align: right;">17,463.08</td> </tr> <tr> <td>Petty Cash</td> <td style="text-align: right;">5.44</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">17,468.52</td> </tr> </table> <p><u>Bean Parish Council (Unity Trust – Beacon Woods)</u></p> <table border="1"> <tr> <td>Current account</td> <td style="text-align: right;">21,190.78</td> </tr> </table>	Reserve Account	14,537.86	Current Account (No. 1 account)	7,016.86	Petty Cash	17.66	TOTAL	21,572.38	Current Account (No. 2 account)	17,468.08	Petty Cash	5.44	TOTAL	17,473.52	Current account	21,552.24	Reserve Account	14,537.86	Current Account (No. 1 account)	5184.55	Petty Cash	17.66	TOTAL	19,740.07	Current Account (No. 2 account)	17,463.08	Petty Cash	5.44	TOTAL	17,468.52	Current account	21,190.78
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	<p>Transactions on this account during August 2025</p> <p><u>Expenditure</u> Website £2.99 TMS Protection (August) £352.47 Service Charge £6.00</p> <p>21.4 Bank and Scribe reports up to 31 August 2025 The following were received and discussed</p> <ul style="list-style-type: none"> - Co-op Bank transactions on all accounts 1- 31 August 2025 - Bank reconciliation on all accounts as at 31 August 2025 was agreed and signed - 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>21.5 Clerk's Salary It was noted that the 2025-26 pay award was agreed and finalised in July resulting in a £0.64/hour increase in the Clerk's salary which was backdated to April 1, 2025 and paid in the July payroll.</p> <p>21.6 Photocopier Members discussed apportionment of costs between BPC and Village Hall funds. RESOLVED <i>That the initial contract documentation fee of £120 and the Annual Administrative Fee, due end July of each year, be paid from Village Hall Funds.</i></p>
22	<p><u>Items of interest</u></p> <p>22.1 Chair's Items - None</p> <p>22.2 Borough Councillor's Items – Development Control Board meeting for September has been cancelled.</p> <p>22.3 Members' Items</p> <ul style="list-style-type: none"> - dog poo dispensers have been replaced where necessary and restocked - 18 people attended Bean Together today. Healthy Living will be attending in October. - light in School Lane obscured by vegetation - Drivers on the new bus service through Bean are reporting that it is proving very difficult to keep to the published time schedule, due to traffic and other problems. This makes it very difficult for passengers to ensure they are on time for the bus. There is also confusion regarding the route <p>22.4 Clerk's Items The Clerk's report was noted.</p>

Chair..... Dated