

**MINUTES**  
**BEAN PARISH COUNCIL**  
**Wednesday 15<sup>th</sup> October 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. J Turner-Burgin,  
 Cllr. K Turner-Burgin (Chair), Cllr. SA 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>            Apologies were received and accepted from Cllr. Munday.</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> To note 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, would refrain from any discussions or decisions regarding planning matters.  <b>2.2.2</b> Cllr Weeks declared an interest in the following planning applications and would refrain from any discussions or decisions regarding these applications.            Item 12.5 25/01034/FUL 4 Barnfield Cottages            Item 12.6 25/01035/FUL 4 Barnfield Cottages</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 8<sup>th</sup> September 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><b>RESOLVED:</b>  <i>That the Minutes of the Parish Council meeting held on 8<sup>th</sup> September 2025 be approved and adopted as a true record</i></p>
5	<p><b><u>Items for Consideration</u></b>  There were no urgent items for consideration.</p>
6	<p><b><u>Correspondence</u></b>  The following items of correspondence were noted</p> <ul style="list-style-type: none"> <li>- Elders Forum Tuesday 18th November at Acacia Hall, Darent Suite, Dartford, DA1 1DJ, beginning at 10:00am</li> <li>- The Rural Bulletin – 16, 23, 30 September 2025 7 October 2025</li> <li>- Bluewater Community Forum Members, took place on Thursday 25th September 2025. Report from Cllr. Munday deferred.</li> <li>- CPRE Kent E-Newsletter - September 2025</li> <li>- RVSG Roundup September 2025</li> <li>- Enquiry from Swanscombe &amp; Greenhithe TC. They are looking at compiling a Community Resilience Plan and have enquired if Bean PC would have any appetite in working as a “cluster”?</li> </ul> <p><b>RESOLVED</b>  <i>That the Clerk respond to S&amp;G TC confirming Bean Parish Council’s interest in working as part of a cluster on a Community Resilience Plan.</i></p> <ul style="list-style-type: none"> <li>- RSN Monthly Rural Funding Digest and Government Consultations Bulletin</li> <li>- Bluewater Community Forum – Community Newsletter</li> <li>- Learn CPR with KSS Air Ambulance – free course.</li> <li>- My Community Voice – October</li> <li>- Invitation for the Chair to attend DBC Remembrance Sunday Service – 9 November at 10.45. Cllr K Turner-Burgin will be attending.</li> </ul>
7	<p><b><u>KALC/SLCC/NALC</u></b>  <b>7.1 New Devolution Page</b>  <a href="https://www.kentalc.gov.uk/devolution">https://www.kentalc.gov.uk/devolution</a></p> <p><b>7.2 Correspondence from KALC</b></p> <ul style="list-style-type: none"> <li>• NALC Events Letter</li> <li>• KALC October newsletter</li> <li>• Kent Association of Local Councils' 78th Annual General Meeting, to be held on Saturday, 22nd November 2025, at the Rochester Corn Exchange, The Meeting House, Northgate, Rochester, ME1 1LS.</li> <li>• Chief executive's bulletin – 18, 25 September 2025, 2 October 2025</li> </ul>
8	<p><b><u>Parish Forum</u></b>  The meeting scheduled for 7<sup>th</sup> October was cancelled due to lack of business.</p>
9	<p><b><u>GDPR and Governance compliance</u></b>  <b>9.1 Assertion 10</b>  Further to the training on Assertion 10 given at the September meeting there is a Statutory requirement for ALL staff and councillors to have undertaken training in GDPR / FOI in order to be certain of meeting the criteria with strong evidence. There is also a requirement for ongoing training, which would be achieved through refresher courses, but the frequency can be determined by each council according to the appropriate level of risk. This does not have to be renewed annually, but it is</p>

	<p>recommended that councils renew every two years. NALC provide online training modules for:</p> <ul style="list-style-type: none"> <li>• Data Protection Essentials</li> <li>• FOI essentials</li> </ul> <p><a href="https://www.nalc.gov.uk/support/improvement-training-and-qualifications/online-courses.html">https://www.nalc.gov.uk/support/improvement-training-and-qualifications/online-courses.html</a> Or via Bitesize courses on KALC website <a href="https://www.kentalc.gov.uk/event">https://www.kentalc.gov.uk/event</a></p> <p>Enrolling on the NALC courses is simple and convenient. Just visit NALC Nimble e-learning portal, <a href="https://nalc.nimble-elearning.com/">https://nalc.nimble-elearning.com/</a> and register. Each course is £16, and can be paid with a debit or credit card, which will be re-imbursed by the Council on production of invoice and receipt or payment.</p> <p><b>RESOLVED:</b> <i>That the Clerk will undertake the above training and subsequently lead training sessions for Councillors.</i></p>
10	<p><b><u>Consultations</u></b> There were no items to consider.</p>
11	<p><b><u>Kent Police</u></b>  <b>11.1</b> The Police and Crime Commissioner Matthew Scott has launched his Annual Policing Survey. Anonymous survey: <a href="https://www.kent-pcc.gov.uk/get-in-touch/consultations/">https://www.kent-pcc.gov.uk/get-in-touch/consultations/</a>  <b>11.2 Local surgeries</b> PC Kieron Swan will be holding surgeries for Bean &amp; Village Park, Darent, Longfield. New Barn and Southfleet wards as follows. 17/10/2025 – 1000 hours – DARENT VALLEY HOSPITAL, MAIN FOYER 19/11/2025 – 1400 hours – HAWLEY GARDEN CENTRE, DA2 7RB 14/12/2025 – 1000 hours – Coffee shop opposite GREEN SPICE, GREEN STREET GREEN ROAD (if this is open by then) LONGFIELD VALLEY HILL HALL will be the first one in the new year.  <b>11.3 Kent Police rural crime survey (Survey closes 7th November)</b> <a href="https://survey.mycommunityvoicekent.co.uk/Survey/HASH/AB812FBF30515BB6AD956CBAE43EFD73">https://survey.mycommunityvoicekent.co.uk/Survey/HASH/AB812FBF30515BB6AD956CBAE43EFD73</a></p>
12	<p><b><u>Planning</u></b> <b>The following were NOTED</b>  <b>12.1</b> Weekly planning lists from DBC including Planning Decisions taken under delegated powers  <b>12.2</b> Weekly planning lists from EDC  It was NOTED the following application has been REFUSED  <b>12.3 DA/25/00857/P3Q</b> 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>

<https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SZV1VBBQJ3700>

DBC Decision

**That PRIOR APPROVAL IS REQUIRED and has been REFUSED** for the following reasons:

01 The application is not supported by sufficient information to satisfy the local planning authority that the building complies with the requirements of Class Q. (a) (i) and (ii) - not an agricultural building, Q.1. (b) (iii) - the site has been used for any non-agricultural purpose, of Part 3 Schedule 2 of the Town and Country Planning (General Permitted Development Order) 2015 (as amended). The proposed change of use cannot be considered permitted development for this reason.

02 The proposed development fails to comply with Condition Q.2 (f) and (g) of Class Q of Part 3 of Schedule 2 of the Town and Country Planning (General Permitted Development Order) 2015 (as amended) and so cannot be considered Permitted Development under Class Q.

#### **TO CONSIDER**

##### **12.4 25/00976/FUL**

Darent Valley Hospital Darent Wood Road Darent Kent

Erection of a modular, single-storey decant ward on an existing car park, along with associated landscaping, car park alterations, and all associated works

No comments

##### **12.5 25/01034/FUL**

4 Barnfield Cottages, Sandy Lane

Erection of one detached dwelling, alterations to the ground levels to the front of the site to facilitate parking spaces and associated engineering works.

<https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T29MK0BQKMW00>

No comments

##### **12.6 25/01035/FUL**

4 Barnfield Cottages, Sandy Lane

Erection of one detached dwelling, alterations to the ground levels to the front of the site to facilitate parking spaces and associated engineering works.

<https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T29ML5BQKMY00>

Response - objection

The proposal includes two roof windows which would directly overlook the neighbouring property and garden, causing a serious intrusion into their privacy allowing clear views into private areas which is contrary to local planning policies that protect neighbouring amenity.


The proposed roofline appears higher than those of Nos. 1-4 Barnfield Cottages, creating a building that is out of proportion and visually dominant within the terrace.



The proposed front elevation extends beyond the established building line of Nos. 1-4 Barnfield Cottages. This would disrupt the consistent frontage of the

	<p>terrace and negatively affect the street scene and local character.</p> <p>The following was NOTED</p> <p><b>12.7 25/01016/FUL</b>  Land West Of Shellbank Lane (Property history 200000535443)  Bean, Dartford DA2 8AX  Change of use of land to a gypsy site with the stationing of two static mobile homes and one touring caravan and erection of day room, with associated vehicular access track, hard and soft landscaping.</p> <p>Request for screening opinion</p> <p>DBC have advised that  ‘It is concluded that given the smaller scale of the current proposal, the Environmental effects would not be significant. The above assessment criteria, have been given carefully consideration and, the Borough Council’s screening opinion is that an Environmental Impact Assessment is not required.’</p>
13	<p><b><u>Highways</u></b></p> <p><b>13.1 Sandy Lane</b>  The blocks are back in place on the Watling Street side of the underpass and BPC’s contractor will be re-instating the gate at the School Lane end on 17 October 2025.</p> <p><b>13.2 Various Roads in the Borough of Dartford - Speed Limit Consolidation Order</b>  <a href="https://letstalk.kent.gov.uk/various-roads-dartford-speed-limit-consolidation-order?utm_source=ehq_newsletter&amp;utm_medium=email&amp;utm_campaign=ehq-New-Consolidation-Order-in-Dartford&amp;utm_campaign=website&amp;utm_medium=email&amp;utm_source=ehq">https://letstalk.kent.gov.uk/various-roads-dartford-speed-limit-consolidation-order?utm_source=ehq_newsletter&amp;utm_medium=email&amp;utm_campaign=ehq-New-Consolidation-Order-in-Dartford&amp;utm_campaign=website&amp;utm_medium=email&amp;utm_source=ehq</a>  Public Notice closes Monday 29 September 2025 at 12 noon</p> <p><b>13.3 Bean Roundabout</b>  Request from local resident to seek from KCC/National Highways agreement to install yellow boxes on the roundabout at the exit from Bean to allow motorists to cross the traffic coming from the A2 towards Bluewater to access the slip road to A2 London bound.</p> <p><b><i>RESOLVED:</i></b>  <i>That Kent Highways be requested to repaint the existing white ‘Keep Clear’ boxes and to consider the implementation of yellow boxes on the roundabout at the exit from Bean to allow motorists to cross the traffic coming from the A2 towards Bluewater to access the slip road to A2 London bound.</i></p> <p><b>13.4 Parish Seminar on 22nd October 2025 09:30 – 14:00 (09:00 start for signing in).</b>  Lecture Theatre, Sessions House, Maidstone ME14 1XQ  Registrations close 19th October <a href="https://forms.office.com/e/PcaH0Wnmnw">https://forms.office.com/e/PcaH0Wnmnw</a></p>
14	<p><b><u>Environmental Issues</u></b>  There were no matters to consider.</p>
15	<p><b><u>Footpaths</u></b></p> <p><b>15.1 DR25</b>  The Council has purchased 2 x ‘Please shut the gate’ notices at a cost of £25.46 for the gate at the junction of DR25 and DR24 which prevents cattle and other farm animals egressing towards School Lane.</p>

	<p><b>15.2 DR22</b> A request will be made to KCC PROW to re-imburse the Council for costs incurred for the emergency removal of fallen and dangerous branches on DR22 on 29<sup>th</sup> August 2025, total cost £450 + VAT.</p>
16	<p><b><u>Beacon Woods</u></b>  <b>16.1</b> Car parking income for September 2025 - £726.75  <b>16.2</b> Members considered the quotation for repairs to the external fencing on Southfleet Road.</p> <p><b>RESOLVED</b>  <i>That that an order be placed with Sinclair Fencing to repair the road side post and rail fencing from 1 Beanhill Cottages to the vehicular entrance to Beacon Woods at a cost of £1,500 + VAT</i></p> <p><i>That a quotation be obtained for repairs to the road side post and rail fencing from the vehicular entrance to the end of the boundary on Southfleet Road.</i></p>
17	<p><b><u>Recreation Facilities</u></b>  <b>17.1</b> Members considered the quotations for fox deterrent fencing and for remedial work to the fencing adjacent to the allotments.</p> <p><b>RESOLVED:</b>  <i>That the Council would not proceed with the proposed fencing works intended to deter foxes, as they are still able to climb over the existing fencing or pass beneath the entrance gates. Clear signage advising that the park has uneven surfaces have been ordered for installation.</i></p> <p><b>RESOLVED:</b>  <i>That an order be placed with Sinclair Fencing to repair the perimeter fencing between the recreation and the allotments, as per the quotation dated 18 September 2025, 30no concrete repair posts to be installed onto existing angle iron posts. Break existing foundations. Level angle iron posts. Install 100 x 10 concrete repair posts with new 600 deep concrete foundations. at a cost of £1,950 + VAT.</i></p> <p><b>17.2</b> The Annual Inspection report carried out by Play Inspection on 26<sup>th</sup> September 2025 was noted, together with the recommendations made, in particular those relating to the Fresh-Air Fitness equipment which was originally installed in May 2016. The equipment carries a 10-year warranty.</p> <p><b>RESOLVED:</b>  <i>That Fresh-Air Fitness be appointed to carry out the remedial work to their equipment as recommended in the Annual Inspection report</i></p>
18	<p><b><u>Bean Village Hall</u></b>  <b>18.1</b> It was noted that Royal Mail have confirmed that the address for the hall has been changed from Bean Youth &amp; Community Centre to Bean Village Hall, High Street, Bean DA2 8AS.</p>

<b>19</b>	<p><b><u>Allotment Association</u></b></p> <p><b>19.1</b> Request to apply for permission to cut back a TPO Oak tree overhanging plots 15 and 16 rendering them useless for cultivation.</p> <p><b>RESOLVED:</b>  <i>That the clerk contacts DBC Planning Department regarding the request to cut back a TPO Oak tree overhanging plots 15 and 16 rendering them useless for cultivation.</i></p>																
<b>20</b>	<p><b><u>Residents' Association</u></b></p> <p><b>20.1</b> The Minutes of the meeting held in August 2025 were noted</p> <p><b>20.2</b> The agenda and supporting papers for the meeting on Monday 6<sup>th</sup> October 2025 were noted.</p>																
<b>21</b>	<p><b><u>Finance</u></b></p> <p><b>21.1 Balance as at 30 September 2025</b> on all accounts</p> <p><b>Bean Parish Council (Co-op)</b></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;">20,378.24</td> </tr> <tr> <td>Petty Cash</td> <td style="text-align: right;">17.66</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>34,933.76</b></td> </tr> </table> <p><b>Bean Village Hall (Co-op)</b></p> <table border="1"> <tr> <td>Current Account (No. 2 account)</td> <td style="text-align: right;">18,552.91</td> </tr> <tr> <td>Petty Cash</td> <td style="text-align: right;">00.16</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>18,553.07</b></td> </tr> </table> <p><b>Bean Parish Council (Unity Trust – Beacon Woods)</b></p> <table border="1"> <tr> <td>Current account</td> <td style="text-align: right;"><b>22,801.00</b></td> </tr> </table> <p>Transactions on UT account since last meeting;</p> <p><b>Expenditure</b></p> <p>Website £2.99</p> <p>TMS Protection (August) £341.10</p> <p>TMS Protection (September) £341.10</p> <p>Service Charge (September) £6.00</p> <p><b>Income</b></p> <p>Deposit from cash donations £44.41(August) + £55.20 (September)</p> <p>Car parking (August) £937.50</p> <p>Car Parking (April, June, July) £2,147.25</p> <p>Initial bank deposit, originally paid by BPC £500</p> <p>Balance of funds received from FoBW £382.95</p> <p><b>21.2 Bank and Scribe reports up to 30 September 2025</b></p> <p>The following were received and discussed</p> <ul style="list-style-type: none"> <li>- Co-op Bank transactions on all accounts 1- 30 September 2025</li> <li>- Bank reconciliation on all accounts as at 30 September 2025 was 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>	Reserve Account	14,537.86	Current Account (No. 1 account)	20,378.24	Petty Cash	17.66	<b>TOTAL</b>	<b>34,933.76</b>	Current Account (No. 2 account)	18,552.91	Petty Cash	00.16	<b>TOTAL</b>	<b>18,553.07</b>	Current account	<b>22,801.00</b>
Reserve Account	14,537.86																
Current Account (No. 1 account)	20,378.24																
Petty Cash	17.66																
<b>TOTAL</b>	<b>34,933.76</b>																
Current Account (No. 2 account)	18,552.91																
Petty Cash	00.16																
<b>TOTAL</b>	<b>18,553.07</b>																
Current account	<b>22,801.00</b>																

	<p><b>21.3 The following payments were approved.</b> Scribe £384 + VAT Parish Online emails £299 + VAT</p> <p><b>21.4 AGAR Year ending 31 March 2025</b> Mazars have confirmed (letter dated 23 September 2025) the Completion of the limited assurance review for the year ended 31 March 2025.</p> <p>They have reported: On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.</p> <p>There were no other matters affecting their opinion to be drawn to the Council's attention.</p> <p>The completion notice dated 24<sup>th</sup> September 2025 has been posted on the Council notice board in the village and on the Council's website.</p> <p><b>21.5 Computer</b> It was noted that Microsoft support for Windows 10 has been extended, free, on the Council's computer until October 2026. The cost of purchasing a new computer will, therefore, be included in the budget for 2026 -2027.</p> <p><b>21.6 Internal Auditor</b> The external auditors have advised that they may check how the internal auditor is appointed and will look for a letter of appointment. This will be an agenda item for January's meeting.</p>
22	<p><b>Remembrance Day</b></p> <ul style="list-style-type: none"> <li>- Members discussed arrangements for the service which will be held on Sunday 9<sup>th</sup> November at 2pm</li> <li>- The order of service was approved. To note that Revd Nevell has confirmed his attendance as have representatives from Bean School</li> <li>- Arrangements for installing and removing lamppost poppies. As per last year the poppies will be installed two weeks before Remembrance Day (Oct 26 at 10am) and removed two weeks after (Nov 23 at 10am).</li> </ul>
23	<p><b><u>Items of interest</u></b></p> <p><b>23.1</b> Chair's Items - None <b>23.2</b> Borough Councillor's Items- None <b>23.3</b> Members' Item – report of vegetation covering lampposts in School Lane. <b>23.4</b> Clerk's Items - the Clerk's report, including the following, was noted</p> <ul style="list-style-type: none"> <li>- NALC's online event; Beyond The Precept: Exploring Alternative Income Sources Speaker's notes: * Linda Larter (Sevenoaks Town Council) slide deck:  <a href="#">NALC Beyond the precept Sept 2025 Linda Larter.pptx</a></li> </ul>

	<p>* Cllr Nick Hookway (East Devon District Council) slide deck:  <a href="#">Nick Hookway slides.pptx</a></p> <p>* Sarah Foote (Lowestoft Town Council) slide deck:  <a href="#">Sarah Foote Presentation for NALC Beyond Precept no notes.pptx</a></p> <p><a href="#">Local Government Association Cultural Strategy in a Box resource.</a></p> <p>- Santa's visit to Bean Monday 22 December at 11.30 in Black Horse car-park.</p>
--	---

**There being no further business the Chair closed the meeting at 8.55 pm**

**Chair**.....

**Date** .....