

MINUTES
BEAN PARISH COUNCIL
Monday 15th December 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, 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 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 10th November 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 Monday 10th November 2025 be approved and adopted as a true record</i></p>

5	<p><u>Items for Consideration</u> The Chairman advised that there were no items received for consideration since the publication of the agenda that were suitably urgent to be discussed at the meeting.</p>
6	<p><u>Correspondence</u> The following items of correspondence were noted</p> <ul style="list-style-type: none"> - CPRE November newsletter - Bean RA agenda for 1 December 2025 meeting and minutes of November meeting - Report from Cllr Williams on her attendance at Violence Against Women and Girls (VAWG) meeting in conjunction with Neighbourhood Watch (NHW) on 5th December 2025 <p><i>RESOLVED</i> <i>That Bean PC support the White Ribbon Campaign and that information relating to VAWG be published on the Council website.</i></p> <ul style="list-style-type: none"> - Rural Services Network December Funding Digest - Rural Services Network Bulletin 11, 18, 25 November 9 December - December edition My Community Voice - Guide to advertisement regulations - To note that the former Chairman of Southfleet Parish Council Noreen Salway passed away on Monday 17th November. Cllr Salway had served the parish for over 40 years. Noreen received the Dartfordian Award for Services to the Community of Southfleet on 9th December 2014 and a “Certificate of Appreciation” from the Rochester Diocese in recognition of her commitment over 32 years’ service as a Local Authority Governor of Sedley’s School. - Information from DBC on their Warm Blanket initiative – BPC to take 30 blankets - Parish Forum 13 January 2025
7	<p><u>KALC/SLCC/NALC</u> 7.1 New Devolution Page https://www.kentalc.gov.uk/devolution The submitted models were noted</p> <ul style="list-style-type: none"> 1a – Whole of Kent with 3 area assemblies 3a North: Dartford, Gravesham, Medway, Swale 4b North Dartford, Gravesham, Medway 4d Medway model with some areas split between unitary authorities 5a Gravesham, Dartford, parts of Medway west of the River Medway and Swanley in the north – supported by DBC and Gravesham <p>The business case for 5a can be found: https://kentcouncilleaders.org.uk/wp-content/uploads/2025/11/Option-5A-Draft-for-Council-Meetings-05112025.pdf</p> <p>7.2 Correspondence from KALC/NALC October 16th bulletin NALC Chief Executive’s Bulletin 13, 20, 27 November. 4 December KALC News for November 2025</p>
8	<p><u>GDPR and Governance compliance</u> No matters to consider.</p>
9	<p><u>Consultations</u> No matters to consider.</p>

10	<p><u>Kent Police</u></p> <p>10.1 The communication from the Community Safety Unit Inspector was received and discussed. The Clerk to respond advising that the last visit from Kent Police to a Council meeting was November 2023 and inviting a representative to attend Council Meetings on a bi-annual basis.</p>
11	<p><u>Planning</u></p> <p>The following were noted</p> <p>11.1 Weekly planning lists from DBC including Planning Decisions taken under delegated powers</p> <p>11.2 Weekly planning lists from EDC</p> <p>11.3 The following was noted 25/01366/ARTIMM Area of Borough North of A2 The removal of the permitted development right for the material change of use from a use falling within Class C3 (dwellinghouse) of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended) to a use falling within Class C4 (Houses in Multiple Occupation) of the said Order and not being Development comprised within any other Class. An application will therefore need to be made to the Council for the grant of planning permission under Part III of the Town and Country Planning Act 1990 (as amended) before such development can take place.</p> <p>11.4 The following was noted 25/01367/ARTNON Area Of Borough South Of A2 The removal of the permitted development right for the material change of use from a use falling within Class C3 (dwellinghouse) of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended) to a use falling within Class C4 (Houses in Multiple Occupation) of the said Order and not being development comprised within any other Class. An application will therefore need to be made to the Council from the 10th December 2026 for the grant of planning permission under Part III of the Town and Country Planning Act 1990 (as amended) before such development can take place.</p>
12	<p><u>Highways</u></p> <p>12.1 The Highways and Transportation Parish Seminar Presentation Pack 2025 was noted.</p> <p>12.2 Further to the request made by Bean PC to Highways requesting the repainting of the white 'Keep Clear' sign on Bean roundabout and the response that these marking were not considered 'safety-critical', in accordance with Council's instructions, the matter was escalated to the Highway Manager (Dartford & Gravesham) who has raised the issue with the Asset Manager. Currently awaiting response.</p> <p>12.3 Update to the HIP was noted.</p>
13	<p><u>Environmental Issues</u></p> <p>13.1 Over the weekend 6/7 December, 22 black bags containing recycling and household waste were dumped on DR22 between Foxwood and Drudgeon Way. Enforcement officers will inspect the fly-tipping for evidence prior to removal.</p>

14	<p><u>Footpaths</u></p> <p>14.1 Emergency tree work on DR22. KCC PROW, West Kent Area Manager has confirmed that they will cover the full costs incurred by the Parish Council.</p>
15	<p><u>Beacon Woods</u></p> <p>15.1 Car parking income for November 2025 £585.75</p> <p>15.2 Work on the drainage gulleys and pathways commenced Monday 1st December and will continue for 3 weeks. Members received an update on completed work to date and details of outstanding work.</p>
16	<p><u>Recreation Facilities</u></p> <p>16.1 Inspection and maintenance by Fresh Air Fitness of all keep fit equipment will take place on Monday 12th January 2026.</p> <p>16.2 Confirmation of number of maintenance visits during 2025 has been received from Landscape Services which is different to the record kept by the Park Caretaker. The matter is under review.</p>
17	<p><u>Bean Village Hall</u></p> <p>17.1 WFI at the hall has been renewed with EE, Sim Only: 50GB data, 24-month contract @ £17 +VAT per month.</p> <p>17.2 New electricity contract with British Gas commenced on 1 December 2025 and we have received a zero-carbon certificate.</p> <p>17.3 Mature Drivers & Passengers seminar. https://kentroadsafety.info/road-user-types/mature-drivers/ https://kentroadsafety.info/what-we-do/mature-driver-seminars/ Each course is 1.5 hours long divided into 2 x interactive video presentations covering:</p> <ul style="list-style-type: none"> • Crash causation • Eco driving • Hazard Awareness • Alcohol and Medication • The Highway Code • Tailgating • Mobility • Smart motorways <p>Minimum attendance 15 persons.</p> <p>2 options in arranging this course</p> <ul style="list-style-type: none"> - Bean PC invites residents of Bean to attend - Kent Safety organise the session, posters and tickets to a wider audience. <p><i>RESOLVED;</i> <i>That KCC be invited to use Bean Village Hall as a venue for a Mature Drivers and Passengers Seminar in March 2025.</i></p> <p>17.4 Hall survey Members were advised that the papers and drawings of original planning application for the hall have been found and these together with historic photos of the construction and current photos of the exterior of the hall will be sent to surveyors inviting quotations to undertake a full structural survey.</p>

	<p>17.5 Bean Together Thank you letter from Joan Gould was noted.</p>																
18	<p><u>Allotment Association</u> 18.1 The Association's AGM took place on Monday 24th November 2025 at 7pm and was attended by Cllr. Munday and the Clerk. The minutes of that meeting were noted together with the change to the Tenancy Agreement regarding the use of hoses.</p>																
19	<p><u>Finance</u> 19.1 Balance as at 30 November 2025 on all accounts</p> <p><u>Bean Parish Council (Co-op)</u></p> <table border="1" data-bbox="331 595 1206 748"> <tr> <td>Reserve Account</td> <td>14,631.80</td> </tr> <tr> <td>Current Account (No. 1 account)</td> <td>15,233.40</td> </tr> <tr> <td>Petty Cash</td> <td>9.51</td> </tr> <tr> <td>TOTAL</td> <td>29,874.71</td> </tr> </table> <p>Note: Reserve account includes £93.94 interest (3/10/25)</p> <p><u>Bean Village Hall (Co-op)</u></p> <table border="1" data-bbox="331 896 1206 1012"> <tr> <td>Current Account (No. 2 account)</td> <td>18,611.18</td> </tr> <tr> <td>Petty Cash</td> <td>3.91</td> </tr> <tr> <td>TOTAL</td> <td>18,615.09</td> </tr> </table> <p><u>Bean Parish Council (Unity Trust – Beacon Woods)</u></p> <table border="1" data-bbox="331 1084 1206 1124"> <tr> <td>Current account</td> <td>23,694.66</td> </tr> </table> <p>Transactions on UT account since last meeting;</p> <p>Expenditure Website £2.99 TMS Protection (November) £341.10 Castle Water £12.27 Service Charge (November) £6.00</p> <p>Income Deposit from cash donations (November) £53.70 Car parking (October) £790.50</p> <p>19.2 Bank and Scribe reports up to 30 November 2025 The following reports were received and discussed.</p> <ul style="list-style-type: none"> - Co-op Bank transactions on all accounts 1- 30 November 2025 - Bank reconciliation on all accounts as at 30 November 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>19.3 Increase in Account Fees -Unity Trust Bank It was noted that, with effect from 1st February 2026, Unity Trust Bank are Increasing their charges as follows.</p>	Reserve Account	14,631.80	Current Account (No. 1 account)	15,233.40	Petty Cash	9.51	TOTAL	29,874.71	Current Account (No. 2 account)	18,611.18	Petty Cash	3.91	TOTAL	18,615.09	Current account	23,694.66
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	Service	Current Price	New price
	Monthly Account fee	£6.00 per month	£7.00 per month
	Cash deposits (per £100*)	60p (Post Office)	
		50p (NatWest)	70p (Post Office and NatWest)
	Cheque deposits	30p each	40p each
	Bacs	14p per transaction	15p per transaction
	Bulk Faster Payments	30p per transaction	25p per transaction
	International payments	£24.00	£20.00
	CHAPS	£28.00	£25.00
19.4	2026-27 budget		
	Members discussed the presented draft budget, noting the increase of 4.1% of the National Living Wage effective from 1 April 2026 and that the Consumer Price Index from January – December 2025 has risen by 3.66%		
	The draft budget was approved, with an increase in the precept of 3.88% (£1,303.36) from £35,611 to £36,914		
	The Band D tax base for Bean for 2026-27 is 546.16, which is equivalent to £67.59/year or £1.30/week.		
20	<u>Items of interest</u>		
	20.1 Chair's Items - none		
	20.2 Borough Councillor's Items - none		
	20.3 Members' Item		
	- Members suggested that the Hall be offered as a venue for flu/covid vaccinations as travel to Swanscombe for residents without vehicles is very difficult. Clerk to write to the practice.		
	- Members noted that the contractor who installed the planters at the front of the hall is moving away the Clerk was asked to check who would be maintaining the planters.		
	20.4 Clerk's Items		
	The Clerk's report was noted.		
	September 2026 meeting – it was agreed to advise Bean RA that the Parish Council would need to change the date of the September meeting from the 2 nd Monday to the 1 st Monday to ensure that the meeting would be quorate.		
	Defibrillator – pads & batteries need to be checked/replaced – Cllr. K Turner-Burgin to action.		

There being no further business the Chair closed the meeting at 8.15pm and wished members a Merry Christmas and Happy New Year.

Chair..... Date