

MINUTES
BEAN PARISH COUNCIL
Monday 9th March 2026
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

	Agenda Item
1	<u>Apologies for absence</u> There were no apologies all members were present.
2	<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 will refrain from any discussions or decisions regarding planning matters.
3	<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. 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. 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.
4	<u>Minutes</u> 4.1 To APPROVE the Minutes of the Parish Council Meeting held on Monday 9 th February 2026 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. RESOLVED: <i>That the Minutes of the Parish Council meeting held on Monday 9th February 2026 be approved and adopted as a true record</i>
5	<u>Items for Consideration</u> The Chairman announced that he was convening an Extraordinary Meeting of the Parish Council on Friday 13 th March at 6.30 pm for Council to receive and discuss the most recent quotations for fixed term contracts for the supply of gas to the Village Hall from

	1 st September 2026 and to resolve the arrangements for the supply of gas from 1 st September 2026.
6	<p><u>Correspondence</u> The following items of correspondence were noted</p> <ul style="list-style-type: none"> - Rural Services Bulletin 10, 17, 24 February, 3 March 2026 - Community Forum News - RSN Rural Funding Digest – March 2026 - Dartford Borough and Parish Forum meeting scheduled for the 7th April 2026. The Leader has asked that this meeting be used as an opportunity to update the Parish Councils on the LGR process. More information will be provided closer to the meeting date. The Chair and Clerk will be attending this meeting.
7	<p><u>KALC/SLCC/NALC</u> 7.1 New Devolution Page https://www.kentalc.gov.uk/devolution 7.2 Correspondence from KALC/NALC - KALC News March 2025</p>
8	<p><u>GDPR and Governance compliance</u> 8.1 Members received training from the Clerk on Assertion 10 of the AGAR 8.2 The following updated policies were APPROVED</p> <ul style="list-style-type: none"> 8.2.1 * Councillor Data Protection Commitment 8.2.2 * Data Protection and Information Security Policy 8.2.3 * Breach Notification Policy 8.2.4 * Privacy Policy 8.2.5 * Retention Policy 8.2.6 * Data Retention & Disposal Policy 8.2.7 * Information Security Policy 8.2.8 * Subject Access Request Policy 8.2.9 * GDPR Audit 8.2.10 * IT Policy 8.2.11 * Publication Scheme
9	<p><u>Consultations</u> 9.1 Local Government Reorganisation Consultation This consultation ends on the 26th March 2026 and can be found here: https://www.gov.uk/government/consultations/local-government-reorganisation-in-kent-and-medway/proposals-for-local-government-reorganisation-in-kent-and-medway</p> <p>Dartford Borough Council and Gravesham Borough Council proposed 5 unitary councils. This includes a request to split existing district council areas between the proposed new councils. These would comprise the current areas of (please see maps in the proposal for full details) https://kentcouncilleaders.org.uk/lgr-consultation</p> <ul style="list-style-type: none"> • North Kent: Dartford, Gravesham, Medway (25%), and Sevenoaks (18%) • West Kent: Maidstone, Sevenoaks (82%), Tonbridge and Malling, and Tunbridge Wells • East Kent: Canterbury, Swale (24%), and Thanet • Mid Kent: Medway (75%) and Swale (76%) • South Kent: Ashford, Dover, and Folkestone & Hythe

	<p>RESOLVED <i>That Bean Parish Council supports Dartford Borough Council and Gravesham Borough Councils proposals for 5 unitary councils noting that this includes a request to split existing district council areas between the proposed new councils.</i></p>
10	<p><u>Kent Police</u> 10.1 It was noted that all of Dartford Community Unit have now been trained to seize untaxed vehicles. Providing the vehicle is in a public place and has no tax for 2 months and 1 day the DCU can potentially now deal with it (there are other conditions). Although this is not their primary function and remains a DVLA power, they will use it if the situation calls for it, to disrupt crime and remove nuisance vehicles.</p>
11	<p><u>Planning</u> The following were noted 11.1 Weekly planning lists from DBC including Planning Decisions taken under delegated powers 11.2 Weekly planning lists from EDC Members considered the following applications 11.3 26/00239/FUL 2 Annie Cottages High Street, Bean, DA2 8AT Erection of a single storey rear extension https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TB4DIIBQHMW00 No comments or objections. 11.4 00160/FUL Old Bean Cottage Shellbank Lane Erection of part single/part double storey side extensions https://publicaccess.dartford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TADZIWBQHA900 No comments or objections It was noted that the following applications have been GRANTED PERMISSION 11.5 25/01467/FUL 25 Beacon Drive Bean Kent DA2 8BE Conversion of garage to habitable room with associated alteration to front elevation 11.6 25/01035/FUL 4 Barnfield Cottages Sandy Lane Bean Kent Erection of one detached dwelling, alterations to the ground levels to the front of the site to facilitate parking spaces and associated engineering works and demolition of existing conservatory</p>

12	<p><u>Highways</u></p> <p>12.1 Bean HIP The updated 2026 HIP was noted. The Clerk will be attending a Teams meeting with the Road Safety Engineering Project Manager and the Senior Engineering Project Manager (west) on 25th March to discuss the latest update.</p> <p>12.2 Road Safety & Active Travel Group (RSATG) Seminar Invitation for Clerk plus one Councillor to attend the above on Tuesday 21 April 2026 (09.00am–13.00pm) – Lecture Theatre, Sessions House, County Hall, Maidstone, ME14 1XQ. Parking is available across from Sessions House in the Maidstone East train station car park or a short walk away in Maidstone Town Centre. Alternatively, Sessions House is a one-minute walk from Maidstone East train station and approximately 10m from Maidstone Barracks train station.</p> <p>Thursday 30 April 2026 (09.00am–13.00pm) – The Glass Room, Betteshanger Park, Sandwich Road, Deal, CT14 0BF. Parking is available on site and is free to event attendees (please provide your registration number on arrival). Alternatively, Betteshanger Park is a 20m cycle ride from Deal train station.</p> <p>Unfortunately, the Clerk is unable to attend either of these meeting and therefore Cllr Munday has offered to attend in her place and to accompany Cllr. Clarke.</p>
13	<p><u>Environmental Issues</u> There were no matters to consider.</p>
14	<p><u>Footpaths</u> There were no matters to consider.</p>
15	<p><u>Beacon Woods</u></p> <p>15.1 It was noted that all the planned works carried out by SWS Countryside have now been completed and currently awaiting final invoice. The clerk has taken ‘after’ photographs for submission to DBC which show the finalised work. It should be noted that the work to be undertaken and paid for by Bean PC, will not take place until the VAT reclaim for the above work has been received. This work includes:</p> <ul style="list-style-type: none"> - 2 x new dog bins - Additional way marker posts and signage - 4 x interpretation boards - 2 x ladder boards <p>15.2 With reference to the report regarding the Picnic Area/Trim Trail members discussed the quotations for installing fencing to enclose the above area. Members favoured the palisade fencing to encompass the whole of the picnic area with signage requesting dog owners to keep dogs on leads within the picnic area. It was acknowledged that this work could not take place until the VAT reclaim for the work undertaken by SWS Countryside had been received and it was agreed to revisit the quotations at that time.</p> <p>15.3 It was noted that the February income from car-parking was £457.50 and donations £43, total £500.50. This is £92 less than received in February 2025 but may be due to the appalling wet weather throughout the month, particularly at weekends.</p>

16	<p><u>Recreation Facilities</u> There were no matters to consider.</p>
17	<p><u>Bean Village Hall</u></p> <p>17.1 Gas heating bill. It was noted that there had been no charge for gas usage during the period 31 Dec 25 – 31 Jan 26. Reading given as 12009 as at 31/01/26. Actual reading 23/02/26 12681, approx. £228.</p> <p>17.2 Members discussed the structural survey report received from Super Speed Engineering dated 26th February 2026 which included the following.</p> <p><i>Recommendations</i> <i>As per discussions on site with the client, it is recommended that standard crack repair works are carried out where minor cracks have been noted. This can be done using an off the shelf type crack filler product. Where cracking has formed within the render on the rear elevation a suitably qualified contractor is to be employed for these repairs to ensure that the integrity of the building fabric is achieved when the works are carried out.</i></p> <p><i>Once these remedial works have been completed, a period of monitoring is to be carried out by the client. It is recommended that the cracks are monitored visually for a period of 12 months, so that any issues related to cyclical ground movement can be observed. If cracking does reappear then the Structural Engineer is to be contacted to investigate further.</i></p> <p><i>Further Areas for Investigation</i> <i>If once the remedial works detailed above have been carried out the cracking reappears, or if there is a sudden deterioration in the condition of the hall, it would be recommended for the foundations to be investigated further. This would involve digging trial pits, both internally and externally. It may also be recommended that the insulation is removed from the inside face of the rear elevation so further investigations can take place here. At this current time these works are not required.</i></p> <p><i>Summary and Conclusion</i> <i>Superspeed Engineering carried out a survey and subsequent assessment of the structure at Bean Village Hall. The structure was found to be a steel portal frame structure, with a rendered external finish and lightweight internal partition walls. The foundations are anticipated to be ground bearing slab construction with pad foundations at the column locations.</i></p> <p><i>The structure was found to be, in the main, satisfactory condition. Minor defects were noted both internally and externally, in the form of cracking. It was also noted that an internal door was not functioning as intended, and the ground floor finishes were defecting.</i></p> <p><i>A thorough assessment of these defects was carried out and, when considering the site-specific geology and general conditions, the cracking was not thought to be as a result of subsidence related movement. Instead, it was considered to be within acceptable tolerances for a property of this age.</i></p> <p><i>Minor remedial works were recommended, followed by a period of monitoring. No further investigation works are thought to be required at this time.</i></p> <p>17.3 The full structural report was sent to the Council’s insurers – Ecclesiastical and the following response received on 3 March 2026 from a Senior Claims Handler, Claim Reference 484227 SC - Bean Parish Council / LCO02473</p>

Many thanks for the copy report and update on this matter.

The surveyor has confirmed that the cause of the cracking is not subsidence related and that there is no structural damage, which is good news.

As the cause of the cracking is said to be age related wear and tear and thermal movement, we will not be able to assist with any of the repair costs as these causes are not covered under the policy terms. However, I am hopeful the costs involved will not be significant.

I note that you will be following the surveyor's advice going forward.

I will close my file for the time being because there is no subsidence claim to consider here. However, if you find that the cracking worsens please do come back to me and I will reopen the file and consider appointing one of our suppliers to inspect and investigate further.

- 17.4** Members considered the quotation from CJH Plastering for standard crack repair works to be carried out where minor cracks have been noted. Quote £720, work to be carried out w/c 13 April 2026.

RESOLVED

That CJH Plastering be appointed to: -

Cut away loose areas of render and pebbledash on all suspected cracked areas to the rear of property to a minimum width of 150mm each side of cracks. Open cracks out and remove any debris to inspect damaged areas and areas of suspected movement. Fix high strength, stainless steel helical rods into cracked areas with high strength, quick dry resin compound. Cover over repaired areas to a smooth weatherproof finish able to be left for later inspection of cracks at a total cost of £720 and that the work be carried out during w/c 13th April 2026.

- 17.5** Members considered Jumping Beans' request for reimbursement of the hire fee paid for Wednesday 21st January when the hall was closed for repairs to the suspended ceiling and a reduction in the hire charge for the 5 days (14th, 15th, 16th, 19th, 20th) when an area of the hall was cordoned off for safety reasons before the repair was made.

RESOLVED:

That Jumping Beans be credited against their March rent for 6 hours hire relating to the closure of the hall to all users on Wednesday 21st January. No reduction in payment was agreed for the days the floor area under the damaged ceiling was cordoned off for health and safety reasons as the alternative would have been to close the hall entirely until the repairs had been fully completed, which the Council sought to avoid in order to minimise disruption to the pre-school's sessions.

The Clerk reported that she had been advised that the table and chair storage room is being used as part of the hire space for the children. Councillors were unanimous that this should not be permitted and must stop immediately. The room is not heated and the heavy fire door is self-closing. If a child were to remove the door wedge that is used to hold it open, the door could close suddenly, creating a significant safety risk. In addition, leaving the door open reduces the temperature in the main hall.

	<p>The Clerk was instructed to notify the pre-school of the above and to remind them that payment should be made by the end of each month and to request that the March payment is received by 31st March in order for it to be processed within the current financial year.</p> <p>17.6 It was noted that there were 21 attendees at the Mature Driver’s Course held at the hall on Monday 2nd March 2026.</p>																
18	<p><u>Allotment Association</u> There were no matters to consider.</p>																
19	<p><u>Finance</u></p> <p>19.1 Balance as at 28 February 2026 on all accounts</p> <p><u>Bean Parish Council (Co-op)</u></p> <table border="1" data-bbox="331 719 1206 875"> <tr> <td>Reserve Account</td> <td>14,631.80</td> </tr> <tr> <td>Current Account (No. 1 account)</td> <td>9801.20</td> </tr> <tr> <td>Petty Cash</td> <td>9.51</td> </tr> <tr> <td>TOTAL</td> <td>24,442.51</td> </tr> </table> <p>NB: Current account includes £4,874.83 VAT reclaim for 2024-25</p> <p><u>Bean Village Hall (Co-op)</u></p> <table border="1" data-bbox="331 1021 1206 1133"> <tr> <td>Current Account (No. 2 account)</td> <td>19,754.15</td> </tr> <tr> <td>Petty Cash</td> <td>27.42</td> </tr> <tr> <td>TOTAL</td> <td>19,781.57</td> </tr> </table> <p><u>Bean Parish Council (Unity Trust – Beacon Woods)</u></p> <table border="1" data-bbox="331 1211 1206 1249"> <tr> <td>Current account</td> <td>21,611.08</td> </tr> </table> <p>Transactions on UT account since last meeting;</p> <p>Expenditure Website £2.99 TMS Protection (February) £318.36 Service Charge (January) £6.00</p> <p>Income Deposit from cash donations (February) £43.00 Car Parking January 2026 £585.74</p> <p>19.2 Bank and Scribe reports up to 28 February 2026 The following were received and discussed</p> <ul style="list-style-type: none"> - Co-op Bank transactions on all accounts 1- 28 February 2026 - Bank reconciliation on all accounts as at 28 February 2026 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 	Reserve Account	14,631.80	Current Account (No. 1 account)	9801.20	Petty Cash	9.51	TOTAL	24,442.51	Current Account (No. 2 account)	19,754.15	Petty Cash	27.42	TOTAL	19,781.57	Current account	21,611.08
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20	<p><u>Items of interest</u></p> <p>20.1 Chair’s Items - None</p> <p>20.2 Borough Councillor’s Items – New Head of Finance at DBC has been appointed.</p>																

20.3 Members' Item

- 1) New sapling trees have been planted on the verging in School Lane between Page Close and the junction with Sandy Lane.
- 2) Cllr. Williams will be attending 'What matters most?' at Prince's Park on 18 March 2026.

20.4 Clerk's Items1. Beacon Wood – Hugo Fox website

From 2 April 2026 the price for the Bronze package (lowest) Clubs/Not for Profit organisations will increase from £2.49/month to £3.99/month

2. Invoice for Photocopier Network Support Charge

Network Support Charges vs Normal Service Agreement

Current service agreement covers everything related to the physical hardware, including toner, parts, labour, and engineer callouts.

The network support charge, £60/quarter, covers a different category of support, specifically issues that arise from the IT environment, rather than the device itself.

These are issues like

Scan-to-email problems

Print jobs not reaching the device

Connectivity issues caused by broadband changes, router updates, or new firewall settings

Address book updates, user access changes, and configuration of print

Management software (e.g. PaperCut)

Six Months Complementary Support

To help clients settle in, they include six months of complimentary network support with every new agreement. After that, it becomes an optional service.

Bean PC has agreed to continue with this service.

3. Bean Together

Fraud Awareness presentations/talks and events will be giving a presentation at 2pm at the Bean Together meeting on Monday 13th April at 2pm.

4. Hall Valuation for Insurance purposes

Cardinus Risk Management will carry out reinstatement cost assessments for insurance purposes as a desk top assessment and cost £180/building.

5. Closure of B260 Green Street Green Road – dates unknown

B260 Green Street Green Road will be closed in the following Phases as shown below.

Phase 1

B260 Green Street Green Road will be closed between the junctions of Shellbank Lane and B255 Whitehill Road.

Alternative route for Phase 1 via – B260 Main Road (Longfield), New Barn Road, B262 Station Road, B262 Betsham Road, B255 Southfleet Road, B255 high Street, B255 Ashwood Place, B255 Bean Lane, Bean Lane, A296 Watling Street, Gore Road, B260 Green Street Green Road and Vice Versa.

Phase 2

Green Street Green Road will be closed between the junctions of Sandbanks Hill and B255 Whitehill Road

Alternative route for Phase 1 via – B260 Main Road (Longfield), New Barn Road, B262 Station Road, B262 Betsham Road, B262 Sandbanks Hill and Vice Versa.

	<p>6. <u>Damage to rec fencing</u></p>
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A group of youths are repeatedly charging into the fencing alongside DR22 causing the fencing to bow inwards. They have been challenged by the park caretaker and their names will be reported to the police.

There being no further business the Chair closed the meeting at 9pm

Chair..... **Date**