

AGENDA
BEAN PARISH COUNCIL
Monday 14th February 2022 at 7.00 pm
at
Bean Village Hall

Members to note 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 will be taken as read.

	Agenda Item	
1	<p>1.1 <u>Apologies for absence</u> Cllr. D Wood – dispensation until April 2022 meeting. Cllr S Weeks – prior engagement</p> <p>1.2 <u>Co-opted Councillor</u> To welcome Cllr. Kevin Clarke to the Parish Council</p>	
2	<p><u>Declarations of interest</u></p> <p>2.1 To receive any updates to the Register of Interests 2.2 To receive any declarations of interest against an agenda item.</p>	
3.	<p><u>Minutes</u></p> <p>3.1 To APPROVE the Minutes of the Council Meeting held on Monday 10th January 2022 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>RECOMMENDATION:</i> <i>That the Minutes of the Parish Council held on 10th January 2022 be approved and adopted as a true record</i></p>	
4	<p><u>Matters Arising</u></p> <p>To consider any other matters arising from the Minutes not covered elsewhere on the agenda and at the discretion of the Chair any items of an urgent nature that need to be discussed.</p> <p>4.1 Event for Jubilee weekend Ref: Clerk’s items of January Minutes. Due to the time constraints involved in organising the event in accordance with a TEN the resident has, with regret, withdrawn his offer to organise an event.</p>	
5	<p><u>Announcements from the Chair</u></p>	
6	<p><u>Community Rural Warden</u></p> <p>To receive a report from the Community Warden.</p>	
7	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> - January 2022 KCC Members Newsletter Waste Management Update - NHS Kent and Medway Community Bulletin issue 46 - Bluewater Community Forum - Thursday 27th January 2022, 6-8pm - The Rural Bulletin – 11, 18, 25 January, 8 February 2022 	

	<ul style="list-style-type: none"> - Queen's Platinum Jubilee Beacons and its associated activities www.queensjubileebeacons.com - Rural services network – February edition - Lower Thames Crossing – community drop in dates - Thursday, 3 March 2022 4pm to 8pm Kent Room, Gravesham Borough Council Civic Centre, Windmill Street, Gravesend, Kent, DA12 1AU - Invitation to Councillors to attend zoom meeting organised by DBC on the Member Code of Conduct and the use of Social Media 	
8	<p><u>KALC/SLCC/NALC</u> All information received from the above relating to COVID-19 and other urgent matters have been forwarded to Councillors on receipt.</p> <p>8.1 NALC Chair open letter to Councils 8.2 KALC January newsletter</p>	
9.	<p><u>Parish Forum</u> 9.1 To receive a report on the meeting of the Parish Forum held on 11th January 2022</p> <p>Cllr. Jeremy Kite MBE Leader of the Council, assumed the Chairmanship of the Forum on behalf of the Borough for the remainder of the current 2021-22 municipal year, following the sad and sudden passing of Cllr. Ann Allen MBE last month.</p> <p>In assuming the Chairmanship, the Leader of the Council explained the background to the formation of the Forum in its current guise and its predecessor body the DAPTC, for the particular benefit of new Forum representatives, and sought the views of Parish/Town representatives in particular, on how they wished Forum proceedings to be conducted going forward.</p> <p>Following full and frank discussion, including comprehensive input from the Forum Vice-Chairman and individual Parish Chairmen and Clerks, it was agreed that the Forum should continue in its current format, that of an informal non-decision-making body, whose proceedings were <i>not</i> as a consequence, formally minuted.</p> <p>David Hook will continue to Clerk proceedings and consult all parties over agenda content (via the Parish/Town Clerks), and continue to liaise and take forward all agreed Forum actions informing all parties concerned as appropriate as necessary.</p> <p>The Leader of the Council offered Parish representatives to relay, in writing, their specific concerns on policing in their parishes to the new Community Inspector and Borough Commander Kent Police, <i>in advance</i> of Kent Police representatives attending the next Forum in April. It is hoped that this will help to obtain the best possible response from KP representatives on the night and is in fairness to all parties concerned.</p>	
10	<p><u>GDPR</u> There are no matters to consider</p>	
11	<p><u>Ebbsfleet Development Corporation /Bean Triangle/ London Resort</u> There are no matters to consider</p>	
12	<p><u>Consultations</u> 12.1 Adult Carers Strategy Consultation 12 Jan – 22 Feb 2022 https://letstalk.kent.gov.uk/adult-carers-strategy</p>	

<p>13</p>	<p><u>Kent Police</u></p> <p>13.1 Officers and staff are asked to use their local contacts to encourage charitable organisations, community groups and partner agencies to apply for donations from the Kent Police Property Fund via the Kent Police website. The Property Fund particularly welcomes applications from organisations and agencies that can demonstrate commitment and value to victims, witnesses and vulnerable people among Kent’s communities.</p> <p>13.2 New PCSO covering Bean PCSO Andy Lewis is going to be taking over Bean helping PCSO Prior Andrew.Lewis2@kent.police.uk, 07814995755</p> <p>13.3 To discuss and agree the issues in the parish regarding local policing the Council wishes to bring to the attention of the Borough Commander in advance of the Parish Forum meeting in April.</p> <p>13.4 Police and Crime Plan precept Newsletter 2022</p>	
<p>14</p>	<p><u>Planning</u></p> <p>To NOTE the following</p> <p>14.1 Weekly planning lists from DBC</p> <p>14.2 Weekly planning lists from EDC</p> <p>To CONSIDER the following application</p> <p>14.3 21/01890/FUL 62 Page Close Bean Kent DA2 8BX Erection of a single storey rear/side extension</p> <p>To NOTE that the following application has been GRANTED</p> <p>14.4 21/01665/FUL Bean Post Office Erection of single storey front and rear extensions, provision of a new access ramp to front and external steps to rear. Condition Before Occupation 03 Prior to occupation of the development hereby approved 3 car parking spaces measuring a minimum 5m by 2.5m shall be provided within the curtilage of the property and kept available for such use at all times and no development whether permitted by the Town and Country Planning (General Permitted Development) Order 2015 or not or any amendment thereto, shall be carried out on that area of land or to preclude vehicular access thereto.</p>	
<p>15</p>	<p><u>Highways</u></p> <p>15.1 Proposed crossing, Southfleet Road for school children to access Pedestrian access to Beacon Woods via the new steps. The current guidance from the Department of Transport advises that to ensure general compliance, 20mph limits and zones should only be considered for use on roads where mean speeds are already 24mph or less and where the layout and character of the road gives a clear indication to</p>	

	<p>drivers that a lower speed is appropriate.</p> <p>The data showed that the speed of vehicles whilst compliant with the 30mph speed limit exceeded the mean 24 mph speed by 2mph, with such a small tolerance Highways are happy to reduce the speed limit down to 20 mph. Highways will therefore prepare the documents for the TRO team to go out to public consultation re a 20-mph zone which will encompass the village.</p> <p>The results of the bid for informal crossing should be released at the end of February.</p> <p>15.2 On June (14th) 2021 when the Parish Council met with representatives from Balfour Beatty (BB) and Highways England (HE) in the Village Hall car-park to discuss, amongst other things, the installation of the 2nd bridge, the Council asked if there was any possibility of BB/HE arranging for the car-park to be re-surfaced. The Clerk has chased this with BB/HE on 17th January and is awaiting a response.</p>	
16	<p><u>Environmental Issues</u></p> <p>No matters to consider at time of publication.</p>	
17	<p><u>Footpaths</u></p> <p>No matters to consider at time of publication.</p>	
18	<p><u>Beacon Woods</u></p> <p>18.1 HE Landscaping project in Beacon Woods</p> <p>On 13th January Council were advised that Balfour Beatty were requesting a change to the handrail specification for the steps from <i>42 mm diameter tubular powder coated steel to RAL 9005 (black) handrail with welded joints to provide a suitable grip for children</i> to a galvanised key clamp system. Council responded on 19th January expressing their abhorrence at the proposed suggestion urging Balfour Beatty to consider the Council's original request that the handrails be made out of wood.</p> <p>Council have also requested that any reclaimable wood from the existing steps and handrails be retained for use by FoBW on other protects within the woods.</p> <p>Wooden handrails have now been added and the Clerk has requested the re-instatement of the kissing gate at the entrance from Southfleet Road.</p> <p>18.2 Damage to external fencing caused by vehicle</p> <p>On 29th November a vehicle left the road, crossed the verging and damaged a section of the external fencing. Insurance details have been received and the Clerk has submitted a claim for the damage.</p> <p>18.3 Lease extension with Tarmac Lime</p> <p>Lease extension until 31 December 2022 has been signed by all parties (Dated 19 January 2022)</p> <p>18.4 Inspection of Trim Trail equipment</p> <p>No findings of concern. The loose fill safety surfacing has become compacted – Recommendation to rake and fork over to aerate the surface</p> <p>18.5 Refurbishment of hardstanding pathways</p>	

	<p>On 27th January the Clerk met with a representative of Tilhill to discuss the refurbishment of 2 of the main hardstanding pathways – 1) The main path which passes the memorial benches to NP-C and stretches from the junction with the blue route to Shellbank. 2) The pathway from the bottom of the steps near the pedestrian entrance opposite the shop to the junction by the memorial bench to AJS. The other paths were also walked and quotations requested.</p> <p>As of 8th February, awaiting quotations.</p>	
<p>19</p>	<p><u>Recreation Facilities</u></p> <p>19.1 Fencing Fencing of the section adjacent to DR22 and the section adjacent to the High Street has been installed. Vehicular gates were found to be damaged on installation and will be replaced or repaired. Quotation received and accepted to carry out concrete infill between the safety tarmac and fencing. Work to be carried out urgently for H&S reasons and until work completed toddler area will remain closed and notices displayed that the area is closed for repairs. Other snagging work has been identified and will be rectified by the end of the month.</p> <p>19.2 Body Camera for Recreation Ground Caretaker To APPROVE the purchase of a Guardian G1 camera at a cost of £219.99 for use in accordance with BPC Body Worn Video Policy https://www.amazon.co.uk/GUARDIAN-G1-CAMERA®-Harness-Shoulder/dp/B06XFNJ46Q/ref=as_li_ss_tl?dchild=1&keywords=body+camera&qid=1607287106&refinements=p_72:419153031,p_36:5000-20000&rnid=389035011&s=electronics&sr=1-3&linkCode=sll1&tag=workingthedoors-21&linkId=ecb2a76cca06aa7aeb0a16f5a27c1754&language=en_GB Both the caretaker and the Clerk would undertake the relevant training in the use of BWV</p> <p>19.3 Confidential Item To review Caretaker’s salary</p>	
<p>20</p>	<p><u>Bean Village Hall</u></p> <p>20.1 Kent Funding for COVID19 We are still awaiting receipt of £1,096.00 as per our application in September for Belt Barrier System for queue control and Adjustable Roller Screen Sneeze Guards. The delay has been due to our request for payment to be made into the Village Hall account of which KCC have no record and therefore did not authorise the payment.</p> <p>20.2 Village Hall Sub-Committee To receive the Minutes of the meeting held on Monday 7th February at 1.30 pm.</p> <p>20.2.1 Re-opening of Village Hall for Children’s Parties and Business Users. To CONSIDER the recommendation from the Village Hall Sub-Committee that the hall be re-opened on Saturday 2nd April 2022.</p> <p>20.3 Confidential Item To review Caretaker/Cleaner’s Job Description and salary and to CONSIDER the recommendations from the Village Hall Sub-Committee.</p>	

21	<p><u>Allotment Association</u></p> <p>21.1 Lease between the Association and BPC The Association are currently reviewing their Trustees which may require a new lease being drawn up.</p> <p>21.2 Allotment rent benchmarking To note the benchmarking exercise carried out in January 2022</p>															
22	<p><u>Residents' Association</u></p> <p>22.1 To note that the Association did not meet in January. 22.2 To note the minutes of the meeting held on 6 December 2021 22.3 To receive a report on the meeting held on 7 February 2022</p>															
23	<p><u>Community Bus</u></p> <p>The current lease with KCC has expired and KCC are asking if we wish them to draw up another loan letter for Bean to keep the bus for another 3 years, or to make arrangements to give back the vehicle so that it can be used elsewhere in Kent.</p>															
24	<p><u>Spirit's Rest</u></p> <p>To receive a report</p>															
25	<p><u>Finance</u></p> <p>25.1 Bank and Scribe reports up to * January 2022 To note the following</p> <ul style="list-style-type: none"> - Co-op Bank transactions on all accounts 1 – 31 January 2022 - Bank reconciliation on all accounts - 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>25.2 Balance as at 31 January 2022 on all accounts</p> <p><u>Bean Parish Council</u></p> <table border="1" data-bbox="331 1451 1209 1608"> <tr> <td>Reserve Account</td> <td>10483.55</td> </tr> <tr> <td>Current Account (No. 1 account)</td> <td>1647.16</td> </tr> <tr> <td>Petty Cash</td> <td>63.49</td> </tr> <tr> <td>TOTAL</td> <td>12194.20</td> </tr> </table> <p><u>Bean Village Hall</u></p> <table border="1" data-bbox="331 1720 1209 1832"> <tr> <td>Current Account (No. 2 account)</td> <td>18344.21</td> </tr> <tr> <td>Petty Cash</td> <td>178.42</td> </tr> <tr> <td>TOTAL</td> <td>18522.63</td> </tr> </table> <p>25.3 Capacity Building Fund On 13th January 2022 the Leader of Dartford Borough Council wrote to the Chair that DBC has agreed to BPC's joint application with Darenth and Sutton-at-Hone & Hawley Parish for funding of our jointly commissioned handyman of £18,000.</p>	Reserve Account	10483.55	Current Account (No. 1 account)	1647.16	Petty Cash	63.49	TOTAL	12194.20	Current Account (No. 2 account)	18344.21	Petty Cash	178.42	TOTAL	18522.63	
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	<p>25.4 Parish Council Mobile Phone The Council currently pays the Clerk £12/month towards the use of her private mobile phone. The Clerk would prefer that her private mobile is no longer used as a contact number for the Council and proposes that the Council:</p> <ul style="list-style-type: none"> a) Purchases a mobile phone on contract with monthly payments. b) Purchases a mobile phone and then monthly Pay as You Go <p>Refer attached for matrix of costs.</p> <p>25.5 To APPROVE the following payments</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Membership of CPRE</td> <td style="text-align: right;">75.00</td> </tr> <tr> <td>Membership of ACRK</td> <td style="text-align: right;">90.00</td> </tr> </table> <p>(NB the above ARCK membership is based on population and includes access to Village Hall support)</p>	Membership of CPRE	75.00	Membership of ACRK	90.00	
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<p>26</p>	<p><u>Items of interest</u> Chair's Items Borough Councillor's Items Members' Items Clerk's Items</p>					
<p>27</p>	<p><u>Questions from the public</u></p>					

JS Becket
Clerk to Bean Parish Council